

CAMBRIDGESHIRE SEARCH AND RESCUE

England & Wales · Charity number 1118622

Details

Status Registered

Legal form Other

Registered 2007-03-30

Register [View on the Charity Commission register](#)

Contact

Address Cambridgeshire Search and Rescue
Unit 1
Mount Pleasant Industrial Estate
Pymoor
Cambridgeshire
CB6 2DY

Phone 01223 968850

Email exec-com@camsar.org

Website www.camsar.org

Activities

Objects: THE PROVISION OF SEARCH AND RESCUE ASSISTANCE BOTH INDEPENDENTLY AND IN ASSOCIATION WITH THE FULL TIME EMERGENCY SERVICES AND OTHER VOLUNTARY AID SOCIETIES AND TO ASSIST IN THE RELIEF OF SUFFERING AMONGST PERSONS ENDANGERED BY ACCIDENT OR NATURAL HAZARD AND THE PRESERVATION OF LIFE PRINCIPALLY IN CAMBRIDGESHIRE BUT WITHOUT GEOGRAPHICAL LIMITATION.

Activities: To locate a person or object and ensure removal to a place of safety. This includes all other persons who may be in need of emergency care or protection from themselves or the environment

Classification

- **How:** Provides Human Resources
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** CAMBRIDGESHIRE
- Cambridgeshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-06-30 | | - | - | - |
| 2024-06-30 | £46,106 | £83,012 | - | - |
| 2023-06-30 | £88,572 | £45,596 | - | - |
| 2022-06-30 | £98,888 | £90,367 | - | - |
| 2021-06-30 | £60,386 | £56,572 | - | - |
| 2020-06-30 | £48,399 | £38,853 | - | - |

Trustees

| Name | Role | Appointed |
|--------------------------|-------|------------|
| Barry Alan Carter | Chair | 2018-11-29 |
| Ciara Whitty | | 2023-03-16 |
| Ian Oliver Woods | | 2021-09-22 |
| Lee Rockall | | 2023-03-16 |
| Louise Jane Wyatt | | 2023-10-20 |
| Stephen Hobbs | | 2019-06-17 |
| Wayne Mark BENT | | 2025-10-23 |

CAMBRIDGESHIRE SEARCH AND RESCUE

England & Wales - Charity number 1118622

Accounts

Cambridgeshire Search and Rescue

Trustees' Annual Report 2023-24

This report covers the financial year beginning 1st July 2023 and ending 30th June 2024.

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The Queen's Award
for Voluntary Service

The MBE for volunteer groups

1 Registration and trustees

| | | | |
|-----------------------------------|--|--------------------------------------|--|
| Charity name: | Cambridgeshire Search and Rescue | | |
| Other names known by: | CamSAR | | |
| Registered charity number: | 1118622 | | |
| Principal address: | Unit 1 Mount Pleasant Industrial Estate Pymoor, Ely CB6 2DY | | |
| Trustees: | | | |
| Name | Office (if any) | Dates acted if not whole year | Person/body entitled to appoint trustee |
| Barry Carter | Chair | | AGM (terms 2019-21, 2021-23) |
| Ian Woods | Treasurer | | AGM (term 2021-23) |
| Stephen Hobbs | Vice-Chair (from 24 th October 2023) | | AGM (term 2019-21, 2021-23) |
| Heather Franks | | | Trustees (21/12/2022) |
| Simon Jones | | | AGM (term 2021-23) |
| Ciara Witty | Secretary | | Trustees (16/03/2023) |
| Louise Wyatt | | | Trustees (16/03/2023) |
| Lee Rockall | | | Trustees (16/03/2023) |

Annual General Meeting was held on Wednesday 24th October 2024.

All Trustees remained at end of the reporting period.

2 Structure and management

2.1 Governing document

CamSAR is governed by a constitution, adopted 1st August 2006 and subsequently amended on 6th January 2013, 30th October 2014, 29th November 2018, 24th September 2019 and 20th October 2023.

2.2 How the charity is constituted

CamSAR is a registered charity constituted as an unincorporated association.

2.3 National governing body

CamSAR is a member unit of Lowland Rescue, registered charity number 1150317.

2.4 Trustee selection methods

The Trustees are the members of the Executive Committee as described in the constitution, which consists of between 3 and 8 members, including the Chair, Secretary and Treasurer (the officers) and a Vice Chair. Trustees are elected at General Meeting for a term length of 2 years.

The trustees may also appoint new trustees and officers subject to conditions set in the constitution. One such appointment did occur in this reporting period, with a term until the next AGM.

2.5 Charitable objective

CamSAR's objective, as stated in the constitution, is:

The provision of search and rescue assistance, both independently and in association with the full-time emergency services and other voluntary aid societies, and to assist in the relief of suffering amongst persons endangered by accident or natural hazard and the preservation of life, principally in Cambridgeshire but without geographical limitation.

Consequently, CamSAR's primary role is as a specialist search and rescue team, called by Cambridgeshire Constabulary to plan, manage and undertake searches for high-risk vulnerable missing people. CamSAR trains its members to national (Lowland Rescue) standards as Search Managers, Search Operations Managers, Search Planners, Team Leaders and Search Technicians, and maintains equipment and several vehicles necessary to perform this role.

3 Activities, achievements and performance

Chairperson's report to AGM, 20 October 2023

3.1 Introduction

First, let me start by saying that we have all greatly benefited from another good year of contribution and support from the other Executive Trustees helping us to remain in a strong position financially and resource-wise. This has enabled us to continue to provide a strong assistance to the police and communities of Cambridgeshire, and most importantly of course to the vulnerable and high-risk missing persons and their families.

This year we run the charity with a full complement of eight (8) Trustee places filled with individuals each offering a balanced knowledge, opinion and counsel both to me as Chairman and the charity as a whole. You may remember that last year Ciara Whitty was voted in as Trustee and Secretary, Steve Hobbs re-elected as Trustee and also as Vice Chairman, Lee Rockall and finally re-joined by Louise Wyatt both as Trustees.

It has been yet another busy year for the charity and team. We have continued to grow and develop whilst successfully overcoming various issues that have routinely come our way. This report will attempt to summarise and focus on our achievements (and there have been many).

The following will summarise team developments over the year.

3.2 Callouts

Our team members gave a total 1,972 hours responding to 44 calls for assistance in the year (the same as the previous year) and averaged 15 members per call (again the same as the previous year). We had five (5) finds, two (2) of which were unfortunately found deceased (both in water).

A summary breakdown is (note that some MISPERs can be classified as more than one category)

- 32 male (73%) and 11 female (27%).
- 21 suicidal (48%)
- 10 despondent (23%)
- dementia (11%)
- 1 mental illness.
- 1 child.
- 1 autism.
- other.

3.3 Finance

3.3.1 Treasurer

A lot of work goes into preparing our annual accounts for both scrutiny then submission to the Charity Commission and thankfully we were able to submit our accounts significantly earlier compared to the year before. For the year in question we were able to report an income of £46k and outgoings of £83k which included the purchase of the new Ford Ranger and paying for it to be fitted out to our specification.

Our annual budgeting takes input from the Workgroup Champions to ensure that we can anticipate growth and support project initiatives, so we not only maintain what we have, but also ensure we continue to develop going forward. It is often difficult to reconcile what the charity can readily support or what needs to be the focus of fundraising projects and it is important that we as a charity continue to consider our budgeting needs.

We started the last financial year with just over £100k across our accounts

We ended the financial year with £69k across our accounts but an increase in the assets that we hold (equipment, vehicles etc.)

Budget for 2024-25 has been set at £33k, however there we are in the planning stages for replacing drones and adding an all-terrain vehicle to the fleet.

3.3.2 Annual Return

The Trustees' Annual Report for 2022-23 was successfully submitted in June 2024.

3.3.3 Finance Team

During the financial year we continued the good work of the finance committee in delivering on the following:

- Quicker turnaround on member expense claims.
- A reserves policy.
- Insurance cover reflected the value of our assets should they need to be replaced.
- Moved to using Enthuse as an online fundraising platform, meaning gift aid could be automatically claimed.

3.3.4 Budgeting

Our annual budgeting takes input from the Workgroup Champions to ensure that we can anticipate growth and support project initiatives, so we not only maintain what we have, but also ensure we continue to develop going forward. It is often difficult to reconcile what the charity can readily support or what needs to be the focus of fundraising projects and it is important that we as a charity continues to consider our budgeting needs.

3.3.5 Asset Tracking

John Stockwell has continued to add our equipment to a central register and putting asset labels to everything to help us keep track of everything.

3.4 Fundraising

Closely linked to our finances and indeed the ability of the charity to function at all are our efforts of the team to fundraise to be able to continue to sustain the team. Our Fundraising Team met throughout the year and continued to make and secure a series of successful grant applications and helped to organise our attendance to a series of events to raise the vital funds we need as well as raising the necessary awareness that has helped the team to grow. Again we should all be reminded that they are just coordinate our efforts and they do not do all of our fundraising. My sincere thanks goes to Anne Ninham, Debbie Jones, Wayne Bent and Alan Tack for doing this, but their energies do not absolve anyone of us in anyway from also contributing in any way we can. The fundraising responsibility lies with every team member. No-one is exempt and this is fundamental to every individual being a part of the charity.

Some notable events or fundraising initiatives that we attended included:

- Isle Fest (Jul 23 and Jun 24).
- St Mary's Summer Fete (Jul 23).
- Sutton Squirrels (Jul 23).
- Pop-Up Café in March (Jul 23).
- Sutton Picnic in the Park (Sep 23).
- March Armed Forces Fair (Sep 23).
- East Anglian Copdock Bike Show (Sep 23).
- Rampton Horse Show (Sep 23) – £700
- Pymoor Fireworks (Nov 23) – £1k

- Santa Parades to Soham, Milton, Little Downham and Pymoor (8 nights in December) and Waynes Christmas Quiz – raised a phenomenal – £7.6k
- Redrow South Midlands Community Fund (Feb 24) – £1.7k for two kayaks
- Charity FitSteps (Mar 24) organised by Zoe Kellock
- Ely Eel Day (May 24).
- Bark in the Park (May 2024).
- Cambridgeshire County Show (Jun 24)
- Strawberry Fair (Jun 24) – £1.8k
- Little Village Feast (Jun 24).
- Garden Party by Sue and Bob (Jun 24) – £1.1k.
- Littleport Community Primary Summer Fair (Jun 24).
- Pymoor Coffee Mornings (five during the year) – >£1k

The team project of having a Water Team was finally realised this year which cost us over £26k to achieve – a lot of money – but what an achievement by all concerned. It cost £4.7k to train and it is over £1k for all of the PPE for one SRT alone, purchased the RIB/ motor and trailer (£5.2k) and the sled (£840) and another £1.3k spent to upgrade the helmets for the kayakers and bank searchers.

Incidentally, you will remember that we were extremely lucky to receive a Postcode Lottery grant last year which went towards adding the Ford Ranger. We added more fundraising go towards fitting it out how we wanted it. We finally collected this vehicle in Aug 23 and is proving useful especially for towing the water kit.

As listed above, we also successfully received grant funding of £1.7k from the Redrow South Midland Community Fund that was submitted in Jul 23 and granted in Mar 24 for two additional team kayaks (which Gary Tyler will collect tomorrow).

You should note that many of these grant opportunities come from team members just identifying and highlighting their existence. Others will love doing all the form filling and supplying the supporting information required.

There were 31 awareness and fundraising talks given by Wayne Bent or Barry Carter to various groups and organisations all over the county – including Squirrels, Beavers, Scouts, the NHS and Dementia UK, Lions, Police Cadets etc. We continue to encourage team members to actively identify such opportunities and even help deliver these.

After a lot of consideration it is agreed that our next big fundraising project for the coming year is for an all-terrain vehicle (ATV) as we have found that this would greatly help with getting team members out or back over difficult ground, including medics and even being used to extract a casualty and so avoiding some of the manual handling, and it would also double up as being the next generation Santa Sleigh.

3.5 Recruitment and Membership

3.5.1 Recruitment – Candidate Days

Candidate recruitments took place in Aug 23 (training started in Sep 23), Feb 24 (training started in Mar 24) and Apr 24 (training started in Jun 24) and as noted elsewhere many thanks go to the smooth running of these by Simon Hale and the Training Team. A lot of effort goes into producing effective probationary Search Technicians including all of the associated record keeping, DBS and police checks, and safeguarding training (both online session and two certifications).

3.5.2 Current Status of the Membership

The current position with our members is that we have:

- Operational 49 (was 47 last year) consisting of 36 operational 13 non-operational.
- Membership was 71% male and 29% female.
- We have two non-operational team members who greatly help us as fundraisers.
- We had 13 new joiners in the year (of which four have since retired and two are still trainees).
- We had 14 team members leave (including the above 4 trainees)
- The most common reason for retiring remains as “changes in personal circumstances” (26%).
- Despite our best efforts, many still seem to underestimate the level of commitment required to complete the training as well as be a useful member of the team.

3.6 Training

As a team we undertook 130 (105 last year) separate training events in the year equating to over 4,536 volunteer hours (3,652 previous year). Critically, these sessions can only be achieved with the help and willingness of those stepping out of the shadows to plan and deliver them and we are fortunate to have a strong and diligent Training Team, with Ken Dench as our Training Officer and ably supported by Simon Hale (who leads on the trainee training) and Wayne Bent (delivery and resilience day planning) and the small group of training support members.

There were nine (9) practical Sunday team workshop/ resilience sessions during the year around at different venues in the county and also 12 online sessions (one per month) in the evenings. Without all this work, the team would not be able to continue to demonstrate the competence and professionalism needed or there be the confidence and faith in the team by the PoSAs that we have earned.

3.7 Updates on the Workgroups

3.7.1 Licenced Search Technicians

You will know that this role has been undergoing some refinement by Lowland Rescue and the Training Team has been working towards getting everyone ready and qualified to this for the start of the coming calendar year. Unfortunately, despite a number of additional training sessions put on to help team members, there is still fear that some will not be up to date in time and requiring to be made non-operational i.e. not be “licenced” until they can catch up.

3.7.2 Team Leader

Ken Dench has done a great job of teaching all what is required to be a good Team Leader. His experience really comes to the fore in this, and we now have a strong group of 12 Team Leaders (some awaiting final LR assessment) providing the necessary leadership to teams out on the ground.

3.7.3 Search Planners

Steve Rowsell and Ken Dench completed the training course in Jul 23, and both are great to have in search management.

3.7.4 Medical Responder/FREC3/ FREC4

We were lucky to have benefited from having 8 qualified medical first responders in the team during the year. Whilst the charity has funded the training, the training and qualifying itself is not easy and it is recognised as the role as having a big responsibility with the role – including obviously needing to keep current and competent with continuous CPD. Thanks again to Joss Minterne who has led this development as well as all the keeping on top of the changes that come through from Lowland Rescue and overseeing medical kit maintenance.

3.7.5 Kayak

Kayak training has continued to be looked after by Gary Tyler with some good sessions at the Cambridge Canoe Club and also indoor training at the Cambridge Parkside Pool.

Another three (3) team members completed their British Canoeing Paddlesport Safety and Rescue training and certification in Oct 23 (and we now have a total of 9 kayakers in the team).

3.7.6 Drone

In Oct 23 we had three (3) pilots convert to the CAA GVC (Specific Category) pilot qualification and they continue to maintain the minimum flying hours needed to keep safe and operational.

3.7.7 Bike

We ran another of the 2-day bike training weekends to qualify some more bike team searchers in Nov 23 and it is great to see that we have used the bikes a lot more this year. We currently have eight (8) qualified MTB Searchers in the team. Incidentally, outside scope of this report but worth mentioning is that for 2024/25 we have managed to get the agreement of Andre Noel take on being the Workgroup Champion and so additional training dates are in the pipeline.

3.7.8 Boat Helm

Another three (3) team members were put through the RYA Powerboat Level 2 training in Nov 23 giving us a total of eight (8) in the team and the rigid-inflatable boat (RIB) itself has started to be used really well in searches this year.

3.7.9 Swiftwater and Flood Rescue Technicians (SRTs)

The team sent another four team members for accredited training in North Wales in Oct 23 and a final four in Mar 24. We are now blessed to have 12 team members as Swiftwater and Rescue Flood Technicians within our ranks – a massive boost to our water search, rescue and recovery capabilities but also to the viable flood resilience assets available to the county. Of course, this can only have been achieved through some hard fundraising for this as a dedicated project to pay for the training and all the equipment enabling it – and of course the time and effort put in by those team members to make it happen.

3.7.10 K9

Our dog team put in an additional 317 hours of their time to train their dogs, Penny (John Stockwell), Pip and Oscar (Louise Wyatt) and since April the addition of Riley (Matt Johnson) – including long training weekends away on the Isle of Wight and Kent. You may remember that the team also forms the provisional NSARDA team for Cambridgeshire and we have benefited from Brian Gregory joining the team in Apr 24 as an experienced trainer and our handlers have now started to get through the necessary tests of scent boxes, obedience, stock tests and focussing on their trails which they have long been grooving in readiness for final assessment hopefully in the coming year. These will be great additions to the team when we can deploy them for assisting in searches.

3.8 Other Activities in the Year

- Attendance and voice to the Cambridgeshire and Peterborough Water Safety Meetings run by the CFRS (quarterly).
- Attendance and voice to the BCH Drone Consortium Meetings (still the only volunteer member of this consortium with the police and fire services of the three counties).
- The Water Showcase at LiquidSkilz (Aug 23).
- Being a runner-up to the BBC Radio Cambridge Make a Difference Awards 2023 (Sep 23).
- Chief Constables Commendation (May 24).
- Kings Coronation Medal Presentation by the Lord-Lieutenant of Cambridgeshire and our Patron, Julie Spence OBE QPM (Jun 24).

3.9 Outlook

It can be seen that we remain in a financially sound position as a charity but that must continue to be managed and monitored as we live in times of change. We must never become complacent and keep vigilant to the issues and challenges around us.

The team continues to develop, and we have still not entered into that period of consolidation that I have made mention of before. That said, we have demonstrated that we are flexible and good at evolving and overcoming the difficulties that have come our way from time to time.

So, I will again take this my opportunity to record my personal thanks to my fellow Executive Trustees for their continued counsel, support, and diligence in helping to manage the charity (and me) – note that the charity itself is now in its 17th year of existence.

So finally, a big thank you to you, all of our team members – operational and non-operational – for the continued support in helping get the team where it is. It is easy to take for granted, but it takes a lot of effort and commitment otherwise the charity will cease to be able to provide its service. Its members have given 9,370 hours of their time (up from 8,581 on the previous year) with many more hours given that were not recorded anywhere and the charity thanks all of you all for doing. We also never forget the sacrifice, support and understanding that our families and friends make for us in allowing us to do what we do.



Barry Carter, Chair, 24 October 2024

4 Financial review

4.1 Reserves policy

CamSAR has a reserves policy which is annexed to this report – see Appendix C.

4.2 Independently examined accounts

CamSAR's income during this period was **£42,925**. Expenditure during this period was **£82,205**, including the previously restricted funding of £25,000 grant from Postcode Lottery.



The remaining sum of £1820,09 that was identified last year was either returned to the donator, or donated to the Red Cross Ukraine fund.

Accounts have been prepared on the receipts-and-payments basis and independently examined. These are annexed to this report, as is the Independent Examiner's report – see Appendices A and B.



5 Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

| | | |
|--------------|---|--|
| Signature(s) |  |  |
| Full name(s) | Barry Carter | Ian Woods |
| Position(s) | Chairperson | Treasurer |
| Date | 05 August 2025 | 05 August 2025 |

Appendix A Summary of accounts

|  CHARITY COMMISSION FOR ENGLAND AND WALES | | Cambridgeshire Search and Rescue | | 1118622 | | |
|---|--|---------------------------------------|--|---------------------------------|-------------------------------|-------|
|  | | Receipts and payments accounts | | | | CC16a |
| | | For the period from | 01/07/2023 | To | 30/06/2024 | |
| Section A Receipts and payments | | | | | | |
| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ | |
| A1 Receipts | | | | | | |
| Donations and legacies | 19,317 | 4,333 | - | 23,650 | 58,663 | |
| Income from fundraising | 17,291 | - | - | 17,291 | 18,592 | |
| Trading activities | 882 | - | - | 882 | 731 | |
| Investment income | 1,315 | - | - | 1,315 | 644 | |
| HMRC refunds | - | - | - | - | 9,942 | |
| Sub total (Gross income for AR) | 38,805 | 4,333 | - | 43,138 | 88,572 | |
| A2 Asset and investment sales, (see table). | | | | | | |
| Vehicle/Asset Sale | 164 | 2,804 | - | 2,968 | 380 | |
| Sub total | 164 | 2,804 | - | 2,968 | 380 | |
| Total receipts | 38,969 | 7,137 | - | 46,106 | 88,952 | |
| A3 Payments | | | | | | |
| Cost of raising funds | 727 | - | - | 727 | 424 | |
| Cost of charitable activities: | | | | | | |
| Administrative | 15,091 | - | - | 15,091 | 8,385 | |
| Bikes | - | - | - | - | 218 | |
| Fleet | 6,387 | - | - | 6,387 | 9,008 | |
| Flood | 417 | - | - | 417 | 3,041 | |
| IT & Comms | 1,980 | - | - | 1,980 | 1,183 | |
| K9 | - | - | - | - | 147 | |
| Kayak | - | - | - | - | 1,239 | |
| Land | - | 333 | - | 333 | 110 | |
| Medical | 1,304 | 365 | - | 1,669 | 429 | |
| Uniform | 3,318 | - | - | 3,318 | 679 | |
| Water | 1,085 | 5,814 | - | 6,899 | - | |
| Grants - Ukraine Lifeline | 50 | 1,635 | - | 1,685 | 3,880 | |
| Sub total | 30,359 | 8,147 | - | 38,506 | 28,743 | |
| A4 Asset and investment purchases, (see table) | | | | | | |
| Other equipment (asset) | 8,011 | 36,495 | - | 44,506 | 14,613 | |
| Sub total | 8,011 | 36,495 | - | 44,506 | 14,613 | |
| Total payments | 38,370 | 44,642 | - | 83,012 | 43,356 | |
| Net of receipts/(payments) | 599 | (37,505) | - | (36,906) | 45,596 | |
| A5 Transfers between funds | (17,981) | 17,981 | - | - | - | |
| A6 Cash funds last year end | 78,946 | 26,578 | - | 105,524 | 59,928 | |
| Cash funds this year end | 61,564 | 7,054 | - | 68,618 | 105,524 | |

| Section B Statement of assets and liabilities at the end of the period | | | | |
|--|--|------------------------------------|----------------------------------|---------------------------------|
| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B1 Cash funds | Held in main current account | 3,703 | - | - |
| | Held in secondary current account | - | - | - |
| | Held in savings account | 57,861 | 7,054 | - |
| | Total cash funds | 61,564 | 7,054 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B3 Investment assets | None | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B4 Assets retained for the charity's own use | Vehicles | Unrestricted | | - |
| | Kayaks, rescue sled, water PPE | Unrestricted | | - |
| | Kayaks, rescue sled, water PPE | Restricted | | - |
| | Drone and night vision equipment | Unrestricted | | - |
| | Drone and night vision equipment | Restricted | | - |
| | Communications equipment | Unrestricted | | - |
| | Other Equipment | Unrestricted | | - |
| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| B5 Liabilities | None | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |

Appendix B Independent Examiner's report

Independent Examiner's Report to the Trustees For the year ended

I report to the Trustees on my examination of the accounts of the charitable company for the year ended 30th June 2024.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts, and they have considered that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act.
- Follow the procedures laid down in the general directions given by the Charity Commission for England and Wales (under section 145 (2)(b) of the Charities Act, and
- To state whether any matters have come to my attention.

Independent examiners statement

I have concluded my examination which includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosure in the accounts and seeking explanation from the trustees concerning any such matters. The procedure undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to those matters set out in the statement below.

The accounts examined were presented in the 'receipts and payments' method.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- Accounting records were not kept in accordance with section 130 of the Charities Act, or
- The accounts do not accord with the accounting records

I have not come across any matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Approved on 29th July 2025



Haroon Ashfaq FCCA

Appendix C Reserves policy

Purpose

The reserves that we have set aside provide financial stability and the means for the development of our principal activity.

Policy

We intend to maintain our reserves at a level which is at least equivalent to the average over 4 years of our annual running operating expenditure (Opex) and the average over 4 years expenditure on capital items (Capex) (replacement of vehicles, drones and other large capital items). For simplicity in these calculations we round results to the nearest £10.

Summary at end of financial year 2023-24

| Element | GBP |
|---|------------------|
| Operating reserve (average spend over last 4 years) | 33,440.00 |
| Capital reserve (average spend over last 4 years) | 22,730.00 |
| Additional reserve elements: | |
| • None currently | 0.00 |
| Subtotal reserves | 56,170.00 |
| Restricted funds | 8,170.00 |
| Total | 64,340.00 |

Review points

The Trustees review reserves required to ensure that they are adequate to fulfil our continuing obligations annually.

CAMBRIDGESHIRE SEARCH AND RESCUE

England & Wales - Charity number 1118622

Accounts

Cambridgeshire Search and Rescue

Trustees' Annual Report 2022-23

This report covers the financial year beginning 1st July 2022 and ending 30th June 2023.

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The Queen's Award
for Voluntary Service

The MBE for volunteer groups

1 Registration and trustees

| | | | |
|-----------------------------------|--|--------------------------------------|--|
| Charity name: | Cambridgeshire Search and Rescue | | |
| Other names known by: | CamSAR | | |
| Registered charity number: | 1118622 | | |
| Principal address: | Unit 1 Mount Pleasant Industrial Estate Pymoor, Ely CB6 2DY | | |
| Trustees: | | | |
| Name | Office (if any) | Dates acted if not whole year | Person/body entitled to appoint trustee |
| Barry Carter | Chair | | AGM (terms 2019-21, 2021-23) |
| Paul Barry | Vice Chair | To 05 Feb 2022 | Trustees (28/5/20); AGM (term 2020-22) |
| Louise Wyatt | Secretary | To 23 Feb 2023 | Trustees (21/9/20); AGM (term 2021-23) |
| Sebastian Palmer | Acting Treasurer | To 20 Oct 2022 | AGM (terms 2017-19, 2019-21, 2021-23) |
| Ian Woods | Treasurer (from 20 October 2022) | | AGM (term 2021-23) |
| Stephen Hobbs | | | AGM (term 2019-21, 2021-23) |
| Heather Franks | | From 21 Dec 2022 | Trustees (21/12/2022) |
| Gilly Bamber | | To 23 Feb 2023 | AGM (term 2020-22) |
| Simon Jones | | | AGM (term 2021-23) |
| Ciara Witty | Secretary | From 16 Mar 2023 | Trustees (16/03/2023) |
| Lee Rockall | | From 16 Mar 2023 | Trustees (16/03/2023) |

Annual General Meeting was held on Wednesday 20th October 2023.

Trustees at end of the reporting period are shown in red.

2 Structure and management

2.1 Governing document

CamSAR is governed by a constitution, adopted 1st August 2006 and subsequently amended on 6th January 2013, 30th October 2014, 29th November 2018 and 24th September 2019.

2.2 How the charity is constituted

CamSAR is a registered charity constituted as an unincorporated association.

2.3 National governing body

CamSAR is a member unit of Lowland Rescue, registered charity number 1150317.

2.4 Trustee selection methods

The Trustees are the members of the Executive Committee as described in the constitution, which consists of between 3 and 8 members, including the Chair, Secretary and Treasurer (the officers) and a Vice Chair. Trustees are elected at General Meeting for a term length of 2 years.

The trustees may also appoint new trustees and officers subject to conditions set in the constitution. One such appointment did occur in this reporting period, with a term until the next AGM.

2.5 Charitable objective

CamSAR's objective, as stated in the constitution, is:

The provision of search and rescue assistance, both independently and in association with the full-time emergency services and other voluntary aid societies, and to assist in the relief of suffering amongst persons endangered by accident or natural hazard and the preservation of life, principally in Cambridgeshire but without geographical limitation.

Consequently, CamSAR's primary role is as a specialist search and rescue team, called by Cambridgeshire Constabulary to plan, manage and undertake searches for high-risk vulnerable missing people. CamSAR trains its members to national (Lowland Rescue) standards as Search Managers, Search Operations Managers, Search Planners, Team Leaders and Search Technicians, and maintains equipment and several vehicles necessary to perform this role.

3 Activities, achievements and performance

Chairperson's report to AGM, 20 October 2023

3.1 Introduction

First, let me start by saying that I am most grateful for the contribution and support from the other Trustees for their help in managing the charity side of the team, its finances, its resourcing, its planning and reporting to the Charity Commission. This could only happen with the trust and faith in those running the operational side of the team and those workgroup champions looking after each of their areas of specialty.

The following will summarise team developments over the year.

3.2 Callouts

Our team members gave a total 1,916 hours responding to 44 calls for search assistance in the year (including 5 mutual assists¹ to neighbouring teams) and averaged 15 members per call (up slightly from 12 in the previous year). Despite some quick stand-downs, the average duration of our searches was just over 4 hours.

A summary breakdown is (note that some MISPERTS can be classified as more than one category)

- 28 male (64%) and 15 female.
- 26 suicidal (59%)
- 16+1 dementia
- 10 despondent
- 6 children/youth (under 15)
- 3 mental illness
- 1 autistic
- 1 not specified.
- Uninjured: ⑳, medical emergency ⑧, injured: ② and deceased: ①. Others: Unknown.

3.3 Finance

3.3.1 Treasurer

Sebastian Palmer step down as Treasurer at the end of AGM on 20 October 2023. Ian Woods took over this role from the date of the AGM with the support of the finance committee and with the introduction of a book keeper (EBJ Accountancy).

3.3.2 Annual Return

The Trustees' Annual Report for 2021-22 was successfully submitted in November 2023.

3.3.3 Finance Team

During the financial year we continued the good work of the finance committee in delivering on the following:

- Quicker turnaround on member expense claims.
- A reserves policy.
- Insurance cover reflected the value of our assets should they need to be replaced.
- Moved to using Enthuse as an online fundraising platform, meaning gift aid could be automatically claimed.

3.3.4 Budgeting

We continue to try and embed a policy for planning and carefully budgeting ourselves. This discipline has started to help get the team to think about what it wants to in the future and to better manage

the resources to achieve them. The reserves policy that gives us some comfort that we maintain the funds to keep the charity buoyant for the coming period but also to forecast what extra we need to find through fundraising to satisfy the plans. The operational side of the team sets out what it would like to achieve, and the charity's trustees (Executive) look to ensure that and look to help plan what can be done to realise them.

3.3.5 Asset Tracking

John Stockwell has continued to add our equipment to a central register and putting asset labels to everything to help us keep track of everything.

3.4 Fundraising

Our Fundraising Team met throughout the year and continued to make a series of successful grant applications and organised attendance to a series of events to raise vital funds and raising of awareness that has helped the team to grow.

Some notable events were:

- Silverstone – medical support (July 2022)
- Isele Fest (Jul 2022)
- Land Rover Owners Show (Sep 2022)
- Santa Parades to Soham, Milton, Little Downham and Pymoor
- Thriplow Daffodil Weekend (Mar 2023)
- Leeds Day (Apr 2023)
- Ely Tigers Fun Day (May 2023)
- Strawberry Fair (Jun 2023)
- Garden Party by Sue and Bob (Jun 2023)

In addition, there were 24 awareness and fundraising talks given by Wayne Bent or Barry Carter to various groups and organisation all over the county.

3.5 Recruitment and Membership

3.5.1 Recruitment – Candidate Days

Candidate Days for applicants were held in September 2022 and March 2023.

3.5.2 Current Status of the Membership

The current position with our members is that we have:

- Operational 54 (was 47 last year) consisting of 35 operational 19 non-operational.
- The non-operational membership consists of 4 in support, 2 dedicated fundraisers, 4 awaiting re-qualification, 4 in support, 8 trainees and 1 on sabbatical.
- There was a total of 28 retirements (was 24 last year) of which 6 were trainees. Despite our best efforts, many still seem to underestimate the level of commitment required to complete the training as well as be a useful member of the team.
The most common reason for retiring remains as “changes in personal circumstances” (27.2%).

3.6 Training

As a team we undertook 105 separate training events in the year (like the previous year) and equates to over 3,652 hours. As always, these sessions can only be achieved with the help and willingness of those stepping up to plan and deliver them.

Online training has continued to play a part in maintaining training and whilst we no doubt continue to use this as a useful media it is recognised that it does not replace face to face practical training sessions expected from team members.

There were **seven (7) practical Sunday team workshop/ resilience sessions** during the year and **nine (9) online sessions** in the evenings.

3.6.1 Pymoor HQ

The work to replace the internal roof to the upstairs office was completed as was a secure kit store. We now have broadband and WIFI to the building and so hopefully we will be using the space more for online training and search planning.

Meanwhile the plan to build a drying room for all our wet kit is being advanced and finalised.

Finally, we have seen that the site itself has been undergoing several improvements by the owner that can only benefit us more. Our landlord continues to be in the background supporting the team for which we are extremely thankful.

3.6.2 Swift Water and Flood Technicians

The team sent its first 4 team members for recognised training in North Wales in June (and another 5 are going in October).

3.7 Updates on the Workgroups

3.7.1 Bank

Our policy of training all operational team members for bank search provides many benefits and flexibility to the team. Of course, with this comes the need to train and keep familiar with the PPE and we have seen many sessions provided for team members to develop those skills.

3.7.2 Bike

Unfortunately, our bike team have under-trained and so been under-utilised this year. However, when used we have seen some great benefits and actions have been taken to get the bike team back on track. We will be running an inhouse course at the beginning of November 2023.

3.7.3 Drone

Training of drone pilots is self-supporting in that pilots must maintain a minimum of 2 hours in any 90-day period to keep in licence. Nevertheless, they have been readily used during team training sessions and increasingly for live searches – subject to the weather

3.7.4 Fleet

In June we received the fantastic news that Debbie Jones obtained a Postcode Lottery grant of £25,000 to be used towards a 4x4 vehicle. Much work has been done already to identify an appropriate vehicle and work to complete being undertaken during 2023/24.

3.7.5 Foot

Our foot teams are benefitting from some more Team Leaders coming through having benefitted from the close tutelage of our Training Officer, Ken Dench.

3.7.6 IT

We have seen some big improvements in our IT this last year. Gilly Bamber and Steve Rowsell have been instrumental in getting laptops and SARMAN working better and getting WIFI working more reliably in the ICU. MX Mobile has been rolled out making it far easier to dynamically share mapping with teams out on the ground as well as capturing gpx tracks saving the need to upload them. Work continues to iron out the wrinkles but pleasing that reliability and coverage is being improved.

3.7.7 Medical

We are now blessed in having a strong medical team led by Joss Minterne and have continued to support the training of first responders to the FREC3 standards.

As a result of this the quality of the training that they in turn are providing to the rest of the team is quite exceptional and it has been good to see the depth of knowledge and confidence being given across the team to improve the pre-hospital care to casualties.

3.7.8 K9

Our two (2) K9 handlers trained 12 times during the year and attended a K9 First Aid Course, and we remain optimistic of their assessment (and Pip and to the NSARDA Trailing Dog criteria early in 2024.

This training in turn does rely on the support of the “dogs’ body” and it is appreciated that they receive the support of other team members going out in all weathers to achieve this.

3.7.9 Kayak

Members of the Kayak Team attended a Training Symposium near Reading along with several other teams in September 2022 – from which three (3) team members achieved the first Paddlesport ST Certifications.

3.7.10 Water – other

After some phenomenal fundraising dedicated to this project it was great to see the RIB (Rigid-Inflatable-Boat) out on the water from April this year. This is a new resource for the team that a lot of work has gone into achieving. Our prime goal has always been to provide additional support for missing person search, but interest in increasing for our deployment to aid flood rescue in support of county resilience and the fire and rescue service. Team members completed a RYA Powerboat Level 2 Course and we have started to see its benefits in being able to take medics out to casualties, carry kit and even tow the kayakers if necessary.

3.8 Other Activities in the Year

Queens Platinum Jubilee Medal – July 2022

Queens Baton Relay – July 2022

3.9 Outlook

We remain in a financially sound position, and whilst things can change very quickly, we should be reasonably confident that we have better controls in place to manage and monitor as we go.

Writing reports such as this helps me to remember all the good things that the team has achieved – and my apologies if anything has missed any along the way.

3.10 Conclusion

In conclusion, the team continues to move forward, yet still believe that the team is still building and strengthening. It is constrained only by the membership to make good things happen. There is a lot of knowledge and skills in the team, and this must not be squandered – not just by us as the charity – but by the community and its vulnerable persons. Crucial though is the engagement and commitment of all team members. We must attract the right people into the team that will help us achieve the successes that we surely desire – and deserve – as a team whilst also ensuring that we maintain the culture and family atmosphere that we have. We cannot sit back and hope that things will happen by themselves otherwise we will stagnate. Our planning and efforts have been fruitful – not just in funding but also in team recognition. We certainly cannot be complacent, not just in maintaining what we have, but in continuing to build for the future.

I will of course once again take this opportunity to record the personal thanks to my fellow Trustees for their continued counsel, support, and diligence in managing the charity.

Finally, I thank of course thank you all our team members – operational and non-operational – and especially their families – for the continued support in helping get the team where it is. Its members have given 8,581 hours in 2022/23 (7,403 hours last year) and I know that many, many more hours were also given that have not been recorded anywhere and the charity thanks all of you for your time.



Barry Carter, Chair, 20 October 2023

4 Financial review

4.1 Reserves policy

CamSAR has a reserves policy which is annexed to this report – see Appendix C.

4.2 Independently examined accounts

CamSAR's income during this period was **£88,572**, including **£25,000** grant from Postcode Lottery. Expenditure during this period was **£45,596**.

A remaining sum of £1820,09 was identified that had not been passed over to Ukraine Lifeline. The fate of this will be decided during 2023/24.

Accounts have been prepared on the receipts-and-payments basis, and independently examined. These are annexed to this report, as is the Independent Examiner's report – see Appendices A and B.

5 Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

| | | |
|---------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Barry Carter | Ian Woods |
| Position(s) | Chairperson | Treasurer |
| Date | 21 June 2024 | 21 June 2024 |

Appendix A Summary of accounts



Cambridgeshire Search and Rescue

1118622

Receipts and payments accounts

CC16a

For the period
from

01-Jul-22

To

30-Jun-23

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Ukraine Lifeline | - | 3,880 | - | 3,880 | 55,604 |
| Public Donations | 2,824 | - | - | 2,824 | 17,137 |
| Parish & Town Councils | 5,286 | 890 | - | 6,176 | 6,830 |
| Marshalling Events | 3,550 | - | - | 3,550 | 6,569 |
| Police Donations | 6,000 | - | - | 6,000 | 6,000 |
| Company Donations | 3,837 | - | - | 3,837 | 1,527 |
| Police Mileage | 1,024 | - | - | 1,024 | 806 |
| Team Subscriptions | 655 | - | - | 655 | 785 |
| Extra Kit Sale | 100 | - | - | 100 | 501 |
| HMRC Refunds | 9,687 | - | - | 9,687 | 214 |
| CFRS Deployments | - | - | - | - | 200 |
| Training Courses | 2,124 | - | - | 2,124 | 200 |
| Grants | 1,397 | 37,000 | - | 38,397 | - |
| Fundraising | 9,700 | - | - | 9,700 | - |
| Account Interest | 618 | - | - | 618 | 14 |
| Sub total (Gross income for AR) | 46,802 | 41,770 | - | 88,572 | 96,388 |
| A2 Asset and investment sales, (see table). | | | | | |
| Vehicle/Asset Sale | 380 | - | - | 380 | 2,500 |
| Sub total | 380 | - | - | 380 | 2,500 |
| Total receipts | 47,182 | 41,770 | - | 88,952 | 98,888 |
| A3 Payments | | | | | |
| Ukraine Lifeline | - | 3,880 | - | 3,880 | 53,784 |
| Insurance | 8,677 | - | - | 8,677 | 8,375 |
| Headquarters costs | 1,452 | - | - | 1,452 | 7,895 |
| Team Kit | 1,366 | 452 | - | 1,818 | 6,859 |
| Vehicle Fuel + Maintenance | 3,145 | - | - | 3,145 | 3,230 |
| Search Management | 1,884 | - | - | 1,884 | 996 |
| Medical Kit | 626 | - | - | 626 | 964 |
| Vehicle Tax + Charges | 980 | - | - | 980 | 930 |
| Fundraising Costs | 424 | - | - | 424 | 911 |
| Miscellaneous | 1,476 | - | - | 1,476 | 941 |
| CRB/DBS Checks | - | - | - | - | 390 |
| Bike Repairs | 218 | - | - | 218 | 337 |
| Canine | 147 | - | - | 147 | - |
| Communications | 361 | - | - | 361 | 267 |
| Training Courses | 328 | 2,436 | - | 2,764 | 180 |
| PR & IT | 891 | - | - | 891 | 109 |
| Sub total | 21,976 | 6,768 | - | 28,743 | 86,168 |
| A4 Asset and investment purchases, (see table) | | | | | |
| Other equipment (asset) | 1,367 | 13,246 | - | 14,613 | 2,621 |
| Sub total | 1,367 | 13,246 | - | 14,613 | 4,199 |
| Total payments | 23,342 | 20,014 | - | 43,356 | 90,367 |
| Net of receipts/(payments) | 23,840 | 21,756 | - | 45,596 | 8,521 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 55,106 | 4,822 | - | 59,928 | 51,371 |
| Cash funds this year end | 78,946 | 26,578 | - | 105,524 | 59,892 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Held in main current account | 8,724 | - | - |
| | Held in secondary current account | - | - | - |
| | Held in savings account | 70,222 | 30,978 | - |
| | Total cash funds | 78,946 | 26,578 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B3 Investment assets | None | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B4 Assets retained for the charity's own use | Vehicles | Unrestricted | 24,902 | - |
| | Kayaks, rescue sled, water PPE | Unrestricted | 5,074 | - |
| | Kayaks, rescue sled, water PPE | Restricted | 8,297 | - |
| | Drone and night vision equipment | Unrestricted | 18,682 | - |
| | Drone and night vision equipment | Restricted | 4,949 | - |
| | Communications equipment | Unrestricted | 6,197 | - |
| | Other Equipment | Unrestricted | 7,702 | - |
| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| B5 Liabilities | None | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

Signature


Print Name
 Ian Woods

Date of approval
 07 June 2024

Appendix B Independent Examiner's report

I report to the Trustees on my examination of the accounts of the charitable company for the year ended 30 June 2023.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts, and they have considered that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act.
- To follow the procedures laid down in the general Directions given by the Charity Commission for England and Wales (under section 145(2)(b) of the Charities Act, and
- To state whether matters have come to my attention.

Independent examiners statement

I have concluded my examination which includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosure in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to those matters set out in the statement below.

The accounts examined were presented in the 'receipts and payments' method.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- Accounting records were not kept in accordance with section 130 of the Charities Act, or
- The accounts do not accord with the accounting records

I have not come across any matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Approved on 13th June 2024



Haroon Ashfaq FCCA
Address: Office 1.01
411 Oxford Street
London, W1C 2PE

Appendix C Reserves policy

Purpose

The reserves that we have set aside provide financial stability and the means for the development of our principal activity.

Policy

We intend to maintain our reserves at a level which is at least equivalent to the average over 4 years of our annual running operating expenditure (Opex) and the average over 4 years expenditure on capital items (Capex) (replacement of vehicles, drones and other large capital items). For simplicity in these calculations we round results to the nearest £10.

Summary at end of financial year 2022-23

| Element | GBP |
|---|------------------|
| Operating reserve (average spend over last 4 years) | 27,740.00 |
| Capital reserve (average spend over last 4 years) | 14,370.00 |
| Additional reserve elements: | |
| • None currently | 0.00 |
| Subtotal reserves | 42,110.00 |
| Restricted funds | 26,578.00 |
| Total | 68,690.00 |

Review points

The Trustees review reserves required to ensure that they are adequate to fulfil our continuing obligations annually.

CAMBRIDGESHIRE SEARCH AND RESCUE

England & Wales - Charity number 1118622

Accounts

Cambridgeshire Search and Rescue

Trustees' Annual Report 2021-22

This report covers the financial year beginning 1st July 2021 and ending 30th June 2022.

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**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups

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| Other names known by: | CamSAR | | |
| Registered charity number: | 1118622 | | |
| Principal address: | Unit 1 Mount Pleasant Industrial Estate Pymoor, Ely CB6 2DY | | |
| Trustees: | | | |
| Name | Office (if any) | Dates acted if not whole year | Person/body entitled to appoint trustee |
| Barry Carter | Chair | | AGM (terms 2019-21, 2021-23) |
| Paul Barry | Vice Chair | | Trustees (28/5/20); AGM (term 2020-22) |
| Louise Wyatt | Secretary | | Trustees (21/9/20); AGM (term 2021-23) |
| Sebastian Palmer | Acting Treasurer | | AGM (terms 2017-19, 2019-21, 2021-23) |
| Matt Brocklebank | | To 22 Sep 2021 | AGM (term 2019-21) |
| Stephen Hobbs | | To 22 Sep 2021 | AGM (term 2019-21) |
| Gilly Bamber | | | AGM (term 2020-22) |
| Simon Jones | | From 22 Sep 2021 | AGM (term 2021-23) |
| Ian Woods | | From 22 Sep 2021 | AGM (term 2021-23) |

Annual General Meeting 2021 was held on Wednesday 22nd September 2021.

Trustees at end of the reporting period are shown in red.

2 Structure and management

2.1 Governing document

CamSAR is governed by a constitution, adopted 1st August 2006 and subsequently amended on 6th January 2013, 30th October 2014, 29th November 2018 and 24th September 2019.

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2.4 Trustee selection methods

The Trustees are the members of the Executive Committee as described in the constitution, which consists of between 3 and 8 members, including the Chair, Secretary and Treasurer (the officers) and a Vice Chair. Trustees are elected at General Meeting for a term length of 2 years.

The trustees may also appoint new trustees and officers subject to conditions set in the constitution. One such appointment did occur in this reporting period, with a term until the next AGM.

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CamSAR's objective, as stated in the constitution, is:

The provision of search and rescue assistance, both independently and in association with the full-time emergency services and other voluntary aid societies, and to assist in the relief of suffering amongst persons endangered by accident or natural hazard and the preservation of life, principally in Cambridgeshire but without geographical limitation.

Consequently, CamSAR's primary role is as a specialist search and rescue team, called by Cambridgeshire Constabulary to plan, manage and undertake searches for high-risk vulnerable missing people. CamSAR trains its members to national (Lowland Rescue) standards as Search Managers, Search Operations Managers, Search Planners, Team Leaders and Search Technicians, and maintains equipment and several vehicles necessary to perform this role.

3 Activities, achievements and performance

Chairperson's report to AGM, 23 September 2022

3.1 Introduction

First, let me start by saying that I am most grateful for the contribution and support from the other Trustees for their help in managing the charity side of the team, its finances, its resourcing, its planning and reporting to the Charity Commission. This could only happen with the trust and faith in those running the operational side of the team and those workgroup champions looking after each of their areas of speciality.

The following will attempt to summarise our status and team developments over the year.

3.2 Callouts

The team spent **1,256 hours** responding to **26 calls** for assistance in the year with an average of **12** members per call (lowest – 7 going to Paxton Pits and the most – 23 to Steeple Morden). We also supported two mutual assists to Norfolk Lowland Search and Rescue (Downham Market in early January). In addition, there were **23 other** separate calls for assistance given to providing support the Ukraine Lifeline work (see 3.9.2 below).

Of the missing person searches we attended in our county, 7 were classed as suicidal, 5 for dementia, 4 as despondent, 3 suffering with mental illness, 2 for children, 2 with autism and finally 1 missing from a road traffic collision. Nearly 70% of these missing persons were male and of all the finds an unfortunate 36% were found deceased.

Some support was also given to a mass vaccination event at Newmarket Racecourse.

3.3 Finance

3.3.1 Treasurer

First it is with sadness that Sebastian Palmer has decided to retire from the team and step down as Treasurer at the end of August 2022. Sebastian Palmer joined the team in January 2014 and became a Trustee in November 2017. After some years as an operational Search Technician, he decided to become a non-operational support member because of his increasing work commitments to places around the globe making it understandably very difficult for him to maintain a happy balance. Over the last year or so, Sebastian Palmer made it known that he wanted to step away and has helped us migrate in a new direction though even the hand-over has been difficult at times.

So, the search for a new Treasurer has been on for a while – and members will know that we went out to the team for possible volunteers to join the Executive Committee as Treasurer. We looked outside for possible candidates, but again no suitable person has been found. However, I am hopeful that we will be able to fill the vacancy this evening with the comfort of knowing that the person will have a good support infrastructure around them.

3.3.2 Annual Return

The Trustees' Annual Report for 2020-21 was successfully submitted in May 2022.

3.3.3 Finance Team

Whilst Sebastian Palmer started on the path to stepping away from the team, we began to put in place a small Finance Team so that the workload can be spread across several people. With the oversight of Gilly Bamber and Matt Cooksey help we achieved some notable improvements in the year including:

- Quicker turnaround on member expense claims.
- A reserves policy – June 2022.
- Updated insurance cover reflecting the value of our assets should they need to be replaced.
- Move to using Enthuse as an online fundraising platform.
- Revised expenses policy and team training on the claim form.

Heather Franks will also be joining this team, and we will be supported too by a small external independent book-keeper – EJS Services.

Work has now started to move our bank from HSBC to Barclays to obtain better controls and rates, and to get on top of the outstanding VAT and Gift Aid reclaims.

3.3.4 Budgeting

We continue to try and embed a policy for planning and carefully budgeting ourselves. This discipline has started to help get the team to think about what it wants to in the future and to better manage the resources to achieve them. We now have a reserves policy that gives us some comfort that we maintain the funds to keep the charity buoyant for the coming period but also to forecast what extra we need to find through fundraising to satisfy the plans. The operational side of the team sets out what it would like to achieve, and the charity's trustees (Executive) look to ensure that and look to help plan what can be done to realise them.

3.3.5 Asset Tracking

John Stockwell has done a great job to adding our equipment to a central register and putting asset labels to everything to help us keep track of everything.

3.3.6 Finance Update

One of the final actions of Sebastian Palmer as Treasurer has been to provide a brief update summary of our accounts for the year – and these will be presented shortly in his absence.

3.4 Fundraising

Our fundraising team has continued to work well for us and been the bedrock of us being able to strengthen the team. Gilly has provided the guidance and oversight and Anne Ninham has done a sterling job to put together numerous grant applications to parish councils all over the county (£6.8k).

We are also thankful to our FREC3 medical first responders, who have also supported some public events – notably Silverstone F1 – by working on behalf of external providers. They kindly donated £2.9k to the team. Team members helping to marshal the London to Cambridge bike event in July 2021 raised another £2.8k.

Almost 67% of our team members (35) **gave over 1,000 hours to attending 49 different fundraising events in the year** – from giving talks, to having our display stand at selected shows and fetes, helping at events, and of course accompanying Santa around several of our villages (Pymoor, Little Downham, Soham and Milton) despite the best efforts of COVID trying to interfere with his plans (£2.7k).

A total of £43,284 was raised in the year (like that raised in FY2019/20 and FY2018/19) and breakdown of our fundraising efforts is being presented separately which shows that have numerous sources of revenue to the charity.

Some stand out events were:

- EAAA Family Day at Ferry Meadows (Aug 21).
- Natalie's Loch Lomond Swim (Sep 21) – more below.
- Land Rover Owners Show (Sep 21)
- Thriplow Daffodil Weekend (Mar 22)
- Saffron Walden Crank Up (May 22).

In September 2021 we helped support Natalie Smith to raise money for the team by doing an open water swim of Loch Lomond. After intensive training and journeying to Scotland to start the swim, she was let down at the last minute by the local boat operator. Down but not out, on the way back in the car she decided to swim the equivalent length around a lake in North Cambridgeshire for us. It was a privilege to be there throughout the 39 km (22.6 mile) swim on what was an important personal journey for her as the daughter of one of our missing persons who unfortunately took their own life. She raised an amazing £4,000 though that was almost incidental to the demons that she was determined to conquer at the same time.

A chance meeting with a district councillor in the car park during the Steeple Morden callout resulted in us receiving a grant from Rugby Cement for £5k towards a new drone. This proves that there are many ways to raise money for the team – we all must just do our bit to find it.

Debbie Jones along with Simon have also helped greatly with events and I am now pleased to also report that Alan Tack has now joined the Fundraising Team to help focus on compiling our events calendar for 2023.

3.5 Recruitment and Membership

3.5.1 Recruitment – Candidate Days

Candidate Days for applicants were held in September 2021 and March 2022.

3.5.2 Membership Lead

Louise Wyatt has continued in her role looking after our membership including helping with performance reviews and managing issues such as those with members drop-off in attendance. Consequently, it is felt that we are much better at monitoring our members which is necessary for them and especially the team.

3.5.3 Current Status of the Membership

The current position with our members is that we have:

- Membership **54** (was 47 last year) consisting of **35 operational 19 non-operational**.
- The non-operational membership consists of 4 in support, 2 dedicated fundraisers, 4 awaiting re-qualification, 8 trainees and 1 on sabbatical.
- There was a total of 28 retirements (was 24 last year) of which 6 were trainees. Despite our best efforts, many joiners still seem to underestimate the level of commitment required to complete the training as well as be a useful member of the team.

The most common reason for retiring remains as “changes in personal circumstances” (27.2%).

3.6 Training

We undertook **106 separate training events** in the year and equates to over **3,227 hours**. Though down from the 126 training events last year, this was still more than in the 2 previous years (which

were 86 and 67 respectively). Of course, these can only be achieved with the help and willingness of those stepping up to plan and deliver them.

Online training has continued to play an increasing part in delivering and maintaining training. Whilst it will continue to be a useful medium going forward, it does not and cannot replace face-to-face practical training sessions. We have steadily tried to conduct more practical training sessions and it is good to report that almost 53% of the training events involved getting outside this year.

Finally, much of our training material underwent a refresh. We cannot readily change the content, but we can try and make it more memorable and meaningful, and we hope that all members will see the benefits of that.

3.6.1 Trainee Training

We held one intake in September 2021 (3 trainees) and another in March 2022 (7 trainees) and the next is planned for March 2023 with trainee training starting shortly after. We thank Simon Hale and Ian Woods for the delivery of this and for qualifying these recruits. They are also well supported by Joss Minterne and the Medical Workgroup.

3.6.2 CPD Weekend

Unfortunately, limited numbers meant that we only ran a short CPD event in September 2021. This still proved most worthwhile to those 17 members attending, and again our grateful thanks to Gilly and Fred Bamber for kindly looking after us again.

3.6.3 Mental Health First Aid

Three (3) team members attended Mental Health First Aid courses in the year (Oct and Dec 2021) and we are now fortunate to have five (5) trained MHFAs in the team (3 female and 2 male) and again it is felt that we have a solid welfare, mental health and safeguarding resource within the team.

3.6.4 Team Leader

In August 2021 we had a new cohort of TLs become ready for assessment after the training delivered by Ken Dench through the latter end of the previous financial year ending 30th Jun 2021. All performed very well, and we now have a strong tier of TLs on hand and added good depth to the team (thank you Ken Dench). Further ongoing training for them is also in preparation.

3.6.5 Search Planner/Manager

In early February 2022 we had three team members complete the Search Planners' course hosted by Suffolk Lowland Search and Rescue. Apart from gaining two more Search Planners in Ken Dench and Joss Minterne, we also gained a new fledgling Search Manager with Gilly Bamber.

3.6.6 Train the Trainers – Bank Search Instructor and IQA Assessor

We now have three (3) new Bank Search Instructors as Ian Woods also attended the course in June 2022. Simon also completed an IQA course in February 2022 to help with our internal assessments (in addition to the TAQA course he did in June 2021).

3.7 Pymoor HQ

Steve Hobbs has helped keep the work moving forward our building during the year including having a new automated roller shutter fitted (£4.5k) and having a replacement roof fitted by our landlord in June that will hopefully help keep us waterproof for the coming winter. The internal structure was also strengthened for the added weight.

We are thankful to Ken Dench for fitting some extra locks and doors for better security and to John Stockwell for keeping on top of various jobs – most recently replacing the strip lighting in the upstairs office ready for us to fit new internal ceiling panels. We look forward to decorating that space and using it for meetings and breakout training.

The site has now also been improved with a gated access and CCTV coverage. Work underway next includes:

- Replacing the internal roof to the upstairs office.
- Providing secure storage for the Quartermaster and his kit.
- A drying room.

The site is also proving very useful for bank search training, kayaking, drone flying and navigation exercises and we are thankful to our landlord for their continued support and understanding.

3.8 Updates on the Workgroups

3.8.1 Bike

A night bike training session was completed in November 2021 around Thetford Forest.

3.8.2 Drone

Our drone pilots were cleared by the police in November 2021 for night-flying which will greatly add to their effectiveness because of their superior thermal imaging.

We had our first drone find in April 2022 (Peterborough).

It is necessary to pair our drone pilots as we still do not have any qualified Observers. Clearly this is constraining and so we are now looking to develop our own course until such time a police resources become available to support.

Progress is now being made to be able to stream live video from the drone to a control vehicle.

3.8.3 Fleet

We took delivery of the new Vauxhall Movano ICU (incident control unit) in September 21 kindly donated by Anglian Water to which the team paid for it to be fitted out to our specification.

The 4x4 was given some new front-end graphics.

To complete the new looking fleet, we sold off the original ICU and RCV (remote command vehicle) to new team Lincolnshire Search and Rescue to help get them up and operational.

A compressor and vehicle polisher were purchased, and we have hopefully improved the mechanism for ensuring tax, MOT and insurance cover are provided in advance of them expiring.

Awning walls were purchased to double the ICU's workspace (£1.3k from Wayne Bent's "Tea Party").

3.8.4 Flood

You may remember that one of our projects for 2022 was developing a flood rescue capability. Efforts continue and we now have funding for a boat and outboard motor, and work continues for the trailer and all the supporting kit needed to safely provide boat support. Whilst this remains a goal for the team, it must have sufficient and committed members to make it work. Ironically, this may be the bigger challenge and is perhaps one area where we may need to look to recruit members with demonstrable water skills to help make it happen. We must be sure that we have the members

that are not only willing but are committed to the level of on-call availability needed to sustain its deployment – and we may not be at that point just yet.

3.8.5 Foot

We purchased new bank search kit (12 branded helmets and PFDs) and we had to migrate from ViewRanger to OutdoorActive for our mapping.

3.8.6 IT

It was concerning that Adam Webster suffered a health issue in August 2021 though thankfully it is good to report that he has made a good strong progress back to good health. Unfortunately, the team has had to operate with minimal IT support (such as for SARMAN), and we have looked to strengthen that with Andrew Jarvis being willing to help with this where possible. Clearly, we – like all teams – are increasingly dependent on technology and so having such skills within the team is most valuable.

3.8.7 Medical

We have five (5) FREC3 medical responders that qualified at the end of the last FY (June 2021) and we are considering arranging to pay for the training of another small group.

A new medical insurance policy was taken out for increased coverage (£900) so that our medical first responders are adequately covered (including for any possible claim for malpractice claims) whilst deploying on behalf of the team (not for external providers).

3.8.8 K9

Our dog team have worked hard this year. After **25 sessions totalling and 205 hours**, they have been rewarded with dogs Pip and Penny successfully passing the first stage of their NSARDA (National Search and Rescue Dog Association) man-trailing assessments. I have watched them develop over a period now and it was great to see them confidently and more importantly accurately demonstrate their abilities to the team on the recent CPD weekend, and we are now very optimistic of them completing the final two assessments in the coming months.

3.8.9 Kayak

Gary Tyler and the kayakers helped to run **12 training sessions** this year and the availability for use in live deployments has consequently been very useful to the team.

New branded helmets, PFDs (4) and drysuits (2) were purchased from grant funding as well as sundries of a washer to help clean the kayaks down after use to prevent bio-contamination between rivers.

3.8.10 Water – other

An underwater camera was purchased in May 2022 from grant funding which should prove useful for use from a boat or on the pole.

3.9 Other Activities in the Year

3.9.1 CamSAR Open Day

In October 2021 we held an Open Day at Pymoor HQ. It was good to see all our kit laid out in one place – a long time since that has happened – and it made me think of all the donations collected and all those coins paid into our bank that helped provide us with it all.

3.9.2 Ukraine Lifeline

In March we helped form the Ukraine Lifeline initiative in conjunction with Buffalood and some locals to Pymoor and Little Downham. The team again stepped up once again to contribute a phenomenal effort in organising logistics, collecting donations – material and funding that went directly to this appeal, as well as the mammoth sorting and packing that needed to be done to make this a success. With our 576 hours of help (plus many more not recorded on D4H), we saw a fantastic £55,604 being raised for the appeal coming in – all of which went directly to helping the people of Ukraine. It should perhaps be emphasized that the team did not take a penny itself from these donations and help and guidance was provided by Gilly to give them the option to set up their own charity going forward. After a lot of effort, all of that money was passed through to Ukraine Lifeline to ensure it did not give a misleading impression to our accounts.

As such, the initiative was concluded with a total of 24 lorries full of supplies being sent out to Poland for Ukrainian refugees. Well done to all those helping and the wider community for the generosity in time and materials donated. My personal thanks to all those team members involved – and I was especially proud of the way the team rapidly reacted to run with the challenge.

3.9.3 Cambridgeshire County Day

We were proud to be invited by our Patron to the inaugural Cambridgeshire County Day at the (Cambridgeshire end of the) Newmarket Racecourse in June. This was a showcase for all things good about Cambridgeshire and it was great for visitors from far and wide coming along. It was good to talk to the Chief Constable (Nick Dean) and Assistant Chief Constable (Vicki Evans) who came to see us, as well as the Police and Crime Commissioner (Darryl Preston) and our friends from the press and BBC Radio Cambridgeshire. We were also lucky to have the Duke and Duchess of Cambridge (now also the Prince and Princess of Wales) in attendance.

3.9.4 The Queen's Platinum Jubilee

Eligible team members (16) were proud to be able to receive the Queens Platinum Jubilee medal for service greater than 5 years. I am sorry that not everyone could be presented with a medal, but the eligibility criteria were made very clear and were equally applicable to all agencies and organisations being recognised – be they for example in the military or the blue-light emergency services or those in the volunteer sector such as us or Mountain Rescue.

The presentations were made by our Patron, The Lord-Lieutenant of Cambridgeshire Julie Spence at the New Shire Hall at Alconbury Weald on 1st July 2022. The trustees also agreed to arrange for special celebration mugs to be given to all team members in recognition of the event.

It was of course with great sadness that the team sent its condolences on the passing of the Queen just a few months later and marked any events during the time of mourning with a 2-minute silence to show their respect for a truly inspirational monarch who herself is known to have had a lot of time for volunteer organisations.

3.10 Outlook

We remain in a financially sound position, and whilst things can change very quickly, we should be reasonably confident that we have better controls in place to manage and monitor as we go. We have all gone through some testing times especially with the pandemic through 2020-2022, but we should be prepared that there may well be other challenges to come. Writing reports such as this helps me to remember all the good things that the team has achieved – and my apologies if anything has been missed any along the way.

3.11 Conclusion

In conclusion, the team continues to move forward, yet still believe that the team is still building and strengthening. It is constrained only by the membership to make good things happen. There is a lot of knowledge and skills in the team, and this must not be squandered – not just by us as the charity – but by the community and its vulnerable persons. Crucial though is the engagement and commitment of all team members. We must attract the right people into the team that will help us achieve the successes that we surely desire – and deserve – as a team whilst also ensuring that we maintain the culture and family atmosphere that we have. We cannot sit back and hope that things will happen by themselves otherwise we will stagnate. Our planning and efforts have been fruitful – not just in funding but also in team recognition. We certainly cannot be complacent, not just in maintaining what we have, but in continuing to build for the future.

I will of course once again take this opportunity to record the personal thanks to my fellow Trustees for their continued counsel, support, and diligence in managing the charity – including Paul Barry who unfortunately retired from the team back in February and now also to Sebastian Palmer for the reasons stated earlier. Both helped to shape the team during their time for which we are of course grateful.

Finally, I thank all our team members – operational and non-operational – and especially their families – for the support in helping get the team where it is. Its members have given **7,403 hours** during this FY2021/22. I also know that **many more hours** were also given that have not been recorded anywhere. Our membership continues to freely give its time to doing what we do, and I know (– and you should know –) that it is greatly appreciated by the police and the people that come to know the team.



Barry Carter, Chair, 23 September 2022

4 Financial review

4.1 Reserves policy

CamSAR has a reserves policy which is annexed to this report – see Appendix C.

4.2 Independently examined accounts

CamSAR's income during this period was **£98,888.12**, including **£2,500** from the sale of a vehicle to another Lowland Rescue team. Expenditure during this period was **£90,366.64**, including **£4,198.90** for the purchase and fit-out of assets including awnings for our Incident Control Unit vehicle, a Reach & Rescue underwater pole-mounted search camera and ancillaries, and two kayak drysuits.

*Within the above figures, income of **£55,604.39** and expenditure of **£53,784.30** are linked to CamSAR's involvement with the Ukraine Lifeline (UL) initiative (see 3.9.2 above). Between March and June 2022, CamSAR was involved in UL in terms of volunteer hours and the handling of donations and payments to enable the rapid start-up of the UL initiative. The UL monies are being strictly managed as a restricted fund. Almost all monies related to Ukraine Lifeline were spent during the same financial year, and the remainder (£1,820.09) will be transferred out in full, in accordance with its restriction. See Appendix D for notes on how this unanticipated need for assistance was handled.*



Excluding the UL transactions, CamSAR's income and expenditure were **£43,283.73** and **£36,582.34**.

Accounts have been prepared on the receipts-and-payments basis, and independently examined. These are annexed to this report, as is the Independent Examiner's report – see Appendices A and B.

5 Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

| | | |
|---------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Barry Carter | Ian Woods |
| Position(s) | Chairperson | Trustee (Treasurer from AGM 2022) |
| Date | 20 November 2023 | 20 November 2023 |

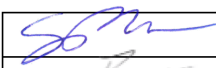

Appendix A Summary of accounts

| | | | | |
|--|---------------------------------------|--------------|---------|--------------|
|  CHARITY COMMISSION FOR ENGLAND AND WALES | Cambridgeshire Search and Rescue | | 1118622 | CC16a |
| | Receipts and payments accounts | | | |
|  | For the period from | 01 July 2021 | To | 30 June 2022 |

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|-----------------|------------------|------------------|
| A1 Receipts | | | | | |
| Ukraine Lifeline | - | 55,604.39 | - | 55,604.39 | - |
| Public Donations | 17,137.27 | - | - | 17,137.27 | 15,112.33 |
| Parish & Town Councils | 250.00 | 6,580.00 | - | 6,830.00 | 8,736.00 |
| Marshalling Events | 6,568.75 | - | - | 6,568.75 | - |
| Police Donations | 6,000.00 | - | - | 6,000.00 | 6,000.00 |
| Company Donations | 1,527.49 | - | - | 1,527.49 | 7,450.01 |
| Police Mileage | 806.40 | - | - | 806.40 | 1,622.00 |
| Team Subscriptions | 785.00 | - | - | 785.00 | 900.00 |
| Extra Kit Sale | 500.50 | - | - | 500.50 | 1,114.07 |
| HMRC Refunds | 214.00 | - | - | 214.00 | 8,628.45 |
| CFRS Deployments | 200.40 | - | - | 200.40 | 997.70 |
| Training Courses | 200.00 | - | - | 200.00 | - |
| Account Interest | 13.92 | - | - | 13.92 | 5.41 |
| CPLRF Mileage | - | - | - | - | 4,021.38 |
| Other Grant Funding | - | - | - | - | 3,299.00 |
| Sub total (Gross income for AR) | 34,203.73 | 62,184.39 | - | 96,388.12 | 57,886.35 |
| A2 Asset and investment sales, (see table). | | | | | |
| Vehicle/Asset Sale | 2,500.00 | - | - | 2,500.00 | 2,500.00 |
| Sub total | 2,500.00 | - | - | 2,500.00 | 2,500.00 |
| Total receipts | 36,703.73 | 62,184.39 | - | 98,888.12 | 60,386.35 |
| A3 Payments | | | | | |
| Ukraine Lifeline | - | 53,784.30 | - | 53,784.30 | - |
| Insurance | 8,375.04 | - | - | 8,375.04 | 8,243.39 |
| Headquarters costs | 7,894.95 | - | - | 7,894.95 | 1,927.05 |
| Team Kit | 3,272.29 | 3,586.35 | - | 6,858.64 | 1,875.67 |
| Vehicle Fuel + Maintenance | 2,929.56 | 300.00 | - | 3,229.56 | 3,235.72 |
| Search Management | 996.00 | - | - | 996.00 | 933.79 |
| Medical Kit | - | 963.61 | - | 963.61 | 1,002.39 |
| Vehicle Tax + Charges | 930.00 | - | - | 930.00 | 1,070.00 |
| Fundraising Costs | 911.00 | - | - | 911.00 | 530.40 |
| Miscellaneous | 941.10 | - | - | 941.10 | 575.00 |
| CRB/DBS Checks | 390.00 | - | - | 390.00 | 264.00 |
| Bike Repairs | 20.80 | 316.19 | - | 336.99 | 413.85 |
| Communications | 267.30 | - | - | 267.30 | 37.50 |
| Training Courses | 180.00 | - | - | 180.00 | 1,569.00 |
| PR and IT | 109.25 | - | - | 109.25 | 1,174.89 |
| CPLRF Mileage | - | - | - | - | 994.23 |
| CFRS Deployments | - | - | - | - | 933.50 |
| Sub total | 27,217.29 | 58,950.45 | - | 86,167.74 | 24,780.38 |
| A4 Asset and investment purchases, (see table) | | | | | |
| Other Equipment (asset) | 161.92 | 2,458.98 | - | 2,620.90 | 19,791.34 |
| Vehicle Purchase | 1,578.00 | - | - | 1,578.00 | 12,000.00 |
| Comms Equipment (asset) | - | - | - | - | - |
| Sub total | 1,739.92 | 2,458.98 | - | 4,198.90 | 31,791.34 |
| Total payments | 28,957.21 | 61,409.43 | - | 90,366.64 | 56,571.72 |
| Net of receipts/(payments) | 7,746.52 | 774.96 | - | 8,521.48 | 3,814.63 |
| A5 Transfers between funds | - | 1,996.50 | - | - | - |
| A6 Cash funds last year end | 49,320.39 | 2,050.56 | - | 51,370.95 | 47,556.32 |
| Cash funds this year end | 55,070.41 | 4,822.02 | - | 59,892.43 | 51,370.95 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|---------------------------------------|-------------------------------------|------------------------------------|
| B1 Cash funds | Held in main current account | 6,705.88 | - | - |
| | Held in secondary current account | 5.00 | - | - |
| | Held in savings account | 48,359.53 | 4,822.02 | - |
| | Total cash funds | 55,070.41 | 4,822.02 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | | | |
| | | | | |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | | |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | Vehicles | Unrestricted | 24,902.42 | |
| | Kayaks, rescue sled, water PPE | Unrestricted | 3,970.19 | |
| | Drone and night vision equipment | Unrestricted | 18,682.41 | |
| | Communications equipment | Unrestricted | 6,196.60 | |
| | Other equipment | Unrestricted | 7,439.79 | |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| |  | Sebastian Palmer | 05/09/23 | |
| |  | Ian Woods | 05/09/2023 | |

Appendix B Independent Examiner's report



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Cambridgeshire Search and Rescue (CamSAR)

**On accounts for the year
ended**

30 June 2022

**Charity no
(if any)**

1118622

Set out on pages

13 and 14

**Responsibilities and
basis of report**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission for England and Wales (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission for England and Wales in Guidance Independent examination of charity accounts: Directions and guidance for examiners (CC32). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

The accounts examined were presented in the 'receipts and payments' method.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 1st November 2023

Name: Mark Yard

Relevant professional qualification(s) or body (if any):

Address: 18 Herons Close, Cambridge, CB5 8HJ

Section B Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None to report.

Appendix C Reserves policy

Purpose

The reserves that we have set aside provide financial stability and the means for the development of our principal activity.

Policy

We intend to maintain our reserves at a level which is at least equivalent to the average over 4 years of our annual running operating expenditure (Opex) and the average over 4 years expenditure on capital items (Capex) (replacement of vehicles, drones and other large capital items). For simplicity in these calculations we round results to the nearest £10.

Summary at end of financial year 2021-22

| Element | GBP |
|---|------------------|
| Operating reserve (average spend over last 4 years) | 24760.00 |
| Capital reserve (average spend over last 4 years) | 15620.00 |
| Additional reserve elements: | |
| • None currently | 0.00 |
| Subtotal reserves | 40,380.00 |
| Restricted funds | 4,820.00 |
| Total | 45,200.00 |

Review points

The Trustees review reserves required to ensure that they are adequate to fulfil our continuing obligations annually.

Appendix D Additional notes on Ukraine Lifeline activity

Due to this significant unanticipated activity in the reporting year, some additional notes on its basis and handling are recorded here.

Background

Very shortly after the outbreak of full-scale war in Ukraine, in March 2022 the "Ukraine Lifeline" short-term initiative was set up as a collaboration with the local community who were desperate to help, and Buffalood Logistics (a large local employer). Initially the idea was to set up a new and separate charity, but due to the emergency timescale, the existing institutional setup of CamSAR was used to enable the initiative to act.

The objective of UL was to collect donations of various types of useful goods to send out to refugees from Ukraine that were travelling to Poland. The goods were varied, including food, clothing, baby supplies, medical supplies, cold weather equipment such as tents and sleeping bags. The goods were collected from designated collection points around the county (donations from individuals and businesses), then counted, sorted, palletised and driven out to Poland. Much of the sorting, counting and palletising was done by CamSAR team members alongside other local volunteers.

CamSAR's charitable objective includes *"to assist in the relief of suffering... and the preservation of life, principally in Cambridgeshire but without geographical limitation"* (see 2.5 above). As part of the Trustees' decision-making on whether to become involved in UL, we contacted the Charity Commission to discuss the envisaged activity and its coverage under our constitutional objective; it was concluded that the UL activity would be within our remit.

Implementation

As noted above, goods were collected and sorted – this was done entirely by volunteers. Warehousing for the central collection, sorting and palletising was provided free of charge by Buffalood. Transportation to Poland was provided by Buffalood (free of charge) and by other logistics companies including G's Fresh Limited; many drivers gave their time for free while some needed fuel costs to be covered. A typical cost was £2,400 per lorry.

Monetary donations from individuals and organisations were received via the Enthuse online donation platform (over £32k net of a platform fee of £661.90), as well as a small proportion (£885) received in cash and paid into our bank account by our responsible trustee, and three organisations donated by bank transfer (over £22k).

UL also funded the transport of medical supplies and ambulances.

Diligence

- On 24 February 2022 a Humanitarian Cooperation Agreement was signed with Przyjazne Świątochłowice Stowarzyszenie (Friendly Świątochłowice Association, registered office at 9 Katowicka Street, 41-608 Świątochłowice), by our Chairman Barry Carter to satisfy Polish charity law. A contract was put in place with an organisation in Poland to unload and distribute the goods to Ukraine refugees arriving across the border. They came to our site in Pymoor to discuss the arrangements face-to-face.
- Buffalood is a large reputable logistics company based in Cambridgeshire, as is G's Fresh Limited who also regularly travel to Eastern Europe.
- Everything packed and shipped was done at the central site in Pymoor; no other sites were used.
- A trustee with a background in finance was assigned to oversee the initiative on a full-time basis, including checking all the commercial invoice packing lists (the transport manifests).

- We also received photographs back from Poland covering this part of the operation.
- Returning drivers provided updates on the distribution of the goods.

Concluding our involvement

When we first embarked on this initiative to assist the vulnerable people of Ukraine, we did not anticipate how generous the public and corporate entities would be in their donations. Having dealt with the sheer magnitude of the initial emergency response (which stood at over £40,000 at the end of May 2022) and seeing our initial expectation of it being a short-term solution to facilitate a relatively small flow of funds were surpassed, it became necessary to put longer term mechanisms and procedures in place for Ukraine Lifeline.

We gave UL advice to set up their own community bank account and unincorporated charitable association so that we would no longer be needed. In June 2022, we closed our online Enthuse donation page to avoid receiving further restricted funds for UL, and continued to make payments for UL's work. At 30 June 2022 (the end of this reporting period) there were just £1,820.09 remaining in the restricted fund.

Future considerations

The initiative was successful in contributing support to refugees arriving in Poland in 2022, and our involvement enabled it to start at a rapid pace to match the suddenness of the need. However, on reflection, the management of these activities on top of our usual and essential baseline activities (search and rescue, a rolling training programme, and fundraising / financial management to support them) placed an unsustainable strain on the capacity of our trustees and team members. In future we would limit our support to similar initiatives, to guidance and advice in establishing their own independent entity and processes.

CAMBRIDGESHIRE SEARCH AND RESCUE

England & Wales - Charity number 1118622

Accounts

Cambridgeshire Search and Rescue Trustees' Annual Report 2020-21

This report covers the financial year beginning 1st July 2020 and ending 30th June 2021.

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**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups

1 Registration and trustees

| | | | |
|-----------------------------------|--|--------------------------------------|--|
| Charity name: | Cambridgeshire Search and Rescue | | |
| Other names known by: | CamSAR | | |
| Registered charity number: | 1118622 | | |
| Principal address: | Unit 1 Mount Pleasant Industrial Estate Pymoor, Ely CB6 2DY | | |
| Trustees: | | | |
| Name | Office (if any) | Dates acted if not whole year | Person/body entitled to appoint trustee |
| Barry Carter | Chair | | AGM (term 2019-21) |
| Paul Barry | Vice Chair | | Trustees (28/5/20); AGM (term 2020-22) |
| Kristine McLaughlin | Secretary | To 21 Sep 2020 | AGM (term 2019-21, resigned) |
| Louise Wyatt | Secretary | From 21 Sep 2020 | Trustees (until next AGM) |
| Sebastian Palmer | Treasurer | | AGM (terms 2017-19, 2019-21) |
| Stephen Hobbs | | | AGM (term 2019-21) |
| Matt Brocklebank | | | AGM (term 2019-21) |
| Lee Sustins | | To 16 Sep 2020 | AGM (term 2018-20) |
| Gary Tyler | | To 16 Sep 2020 | AGM (term 2018-20) |
| Gilly Bamber | | From 16 Sep 2020 | AGM (term 2020-22) |

Annual General Meeting 2020 was held on Wednesday 16th September 2020.

Trustees at end of the reporting period are shown in red.

2 Structure and management

2.1 Governing document

CamSAR is governed by a constitution, adopted 1st August 2006 and subsequently amended on 6th January 2013, 30th October 2014, 29th November 2018 and 24th September 2019.

2.2 How the charity is constituted

CamSAR is a registered charity constituted as an unincorporated association.

2.3 National governing body

CamSAR is a member unit of Lowland Rescue, registered charity number 1150317.

2.4 Trustee selection methods

The Trustees are the members of the Executive Committee as described in the constitution, which consists of between 3 and 8 members, including the Chair, Secretary and Treasurer (the officers) and a Vice Chair. Trustees are elected at General Meeting for a term length of 2 years.

The trustees may also appoint new trustees and officers subject to conditions set in the constitution. One such appointment did occur in this reporting period, with a term until the next AGM.

2.5 Charitable objective

CamSAR's objective, as stated in the constitution, is:

The provision of search and rescue assistance, both independently and in association with the full-time emergency services and other voluntary aid societies, and to assist in the relief of suffering amongst persons endangered by accident or natural hazard and the preservation of life, principally in Cambridgeshire but without geographical limitation.

Consequently, CamSAR's primary role is as a specialist search and rescue team, called by Cambridgeshire Constabulary to plan, manage and undertake searches for high-risk vulnerable missing people. CamSAR trains its members to national (Lowland Rescue) standards as Search Managers, Search Operations Managers, Search Planners, Team Leaders and Search Technicians, and maintains equipment and several vehicles necessary to perform this role.

3 Activities, achievements and performance

Chairperson's report to AGM, 22 September 2021

3.1 Overall picture

The last 12 months have seen the team make progress in several key areas for which we should be proud of achieving, especially given the ongoing backdrop of the pandemic restrictions that have been in place for most of it. The following will attempt to summarise our status and team developments.

3.2 Callouts

In total the team responded to **73** calls for assistance which included **40** missing persons searches requested of us by 10 different Police Search Advisors (PoSAs). These were marked by the particularly notable 3 days of searches in and around Ely in July last year (2020), 4 days of searches in South Lincolnshire for a murdered teenager during September 2020 and 3 days of searching for a high-risk missing male from Cambourne in November 2020. Two were for children. In addition, there were also three calls for mutual assistance to support searches being conducted in Northamptonshire.

Of the searches we attended in our county, **22** were classed primarily as suicidal, **8** as despondent, **4** suffering with mental illness and **2** of these were for dementia.

As well as completing the third-sector deliveries of food in July 2020 that dominated our work of the previous year, we also provided 8 days of support to the COVID vaccination roll in Huntingdon.

In total we gave over 2,468 volunteer hours to supporting various incidents in the community.

3.3 Fundraising

It has been comforting that the management and oversight of the life blood to all that we do as a charity has been well managed by Seb Palmer as Treasurer with good support from Gilly Bamber as our Fundraising Champion. Their diligence and eye for detail has been key to the team currently being strong financially, despite us weathering the storm of the pandemic which made finding funds a challenge.

Our new Fundraising Team that we put together this year with direction by Gilly has achieved impressive success with grant applications that enabled to purchase another drone, six thermal scopes and the inflatable rescue sled. We had the memorable 19 mile "Pauline's Pedal for Pounds" bike ride and we still managed to get out in the Santa sleigh to spread some much-needed joy to many in Soham, Little Downham, Pymoor, Milton, Waterbeach and Landbeach. Of course, we could not go knocking on doors at Christmas, but funds were still raised – including online donations - but importantly much joy and Christmas spirit was taken to grateful communities after lengthy periods of lockdown. Finally, at the end of May we were out supporting the Cambridgeshire 100/60/35 bike event with 21 marshals. We hope that the current year continues to offer up fundraising opportunities for us that not only help to raise important funds but also raise our profile to those hitherto unaware of our existence. Next year we should hopefully have the Cambridgeshire County Show, Thriplow Daffodil Weekend and the Land Rover Show back in our events calendar.

In total we gave over 381 volunteer hours to fundraising at 25 different events, though again in truth this is a fraction of that spent as far much more time is not recorded on D4H that goes on grant form-filling, maintaining our events stand, planning bike marshal points and Santa sleigh routes. We

had 15 members spending more than 10 hours in the year on fundraising (of which four did more than 20 hours).

3.4 Recruitment and membership

The overall numbers of operational members remain about the same despite efforts to expand membership to around 60. As such, we have completed another three (3) rounds of recruitment (in November, January, and April) but with natural member attrition these have generally continued to only result in us keeping to about the same team size.

Candidate Evenings and Interviews

Although we had successfully rolled out a schedule of regular candidate open day sessions with groups of potential candidates looking to join the team, COVID forced us to adapt this to being just remote evening presentations, with Q&As and interview sessions with different existing team members. In general, these have worked quite well and have allowed Simon Hale to maintain the well-structured and delivered training programme and provide us with a good standard of trained Search Technician – for which again the team is grateful.

Membership Lead

It was unfortunate that Kris McLaughlin decided to resign from the team last September having helped to implement some good practices and procedures as well as provide guidance to the membership and Executive Committee as Secretary on many aspects. However, Louise Wyatt kindly stepped up to take on this role – and that of Secretary – and so it is pleasing that we can continue to help and support our members in any way that we can.

Status

The current position with team membership is:

- Operational 47
- Non-operational 14 (3 in support, 2 dedicated fundraisers, 4 on long-term leave and 5 trainees). Those 5 trainees will shortly be joined by another 5 starting their training in two weeks.
- We had 30 new members join in the year (including two dedicated fundraisers).
- We had 24 retirements (of which 10 were trainees in training).

3.5 Training

We undertook 126 separate training events of various types (compared to 86 last year and 67 the year before) and this could only be achieved by the time, effort, and dedication that our training team put into making these happen with its planning and delivery.

Online training has continued to play an increasing part in delivering and maintaining training. Whilst it will continue to be a useful medium going forward, it does not and cannot replace face-to-face practical training sessions.

COVID

We have upheld the ever-changing COVID precautions throughout the year, and again have benefited from our Medical Champion keeping on top of the guidance and maintaining our approach in a practical safe way.

Medical

Our Medical workgroup has grown in strength and depth over the past year. There is now a good solid knowledge base in the team enabling us to provide varying degrees of pre-hospital care to casualties. A relationship with the third-party training and service provider CMS has meant that we

have started to be supported with medical support to us including the first batch of six team members successfully completing the intense FREC3 training that started in May and completed in June. Indeed, some of these folks have gone on to use this training in their careers which is good for them and the community.

Bike

A night-time training session was organised by Paul Barry for the bike team in conjunction with a MIAS Mountain Bike Instructor and it is great to have this search asset available to the team again – being deployed at the Cambourne search last November. Since then, they have also been used for various CPD sessions and resilience exercises as well as a good, dedicated session around Grafham Water.

K9

In August of last year, we joined the National Search and Rescue Dogs Association (NSARDA) and formed NSARDA Cambridgeshire as a new probationary team. Gilly Bamber and our two (2) trainee search dogs Pip and Penny (and their handlers) have trained for over 64 hours this year and we remain optimistic of them successfully qualifying in this coming year.

Kayak

Thanks to our Kayak Champion the kayak team have been training on ten weekday evenings through summer and working towards their Paddlecraft Search Technicians and Safety qualifications. He himself attended online and weekend training towards becoming our first Paddlecraft Search Instructor. Again, our kayaks have been out in support of bank search training and also been deployed on live searches again.

Drone

The training of four drone pilots was successfully completed by last October allowing us to deploy for daytime searches, and with the team now completing over 52 hours flying time and enough live deployments they will shortly be trained and assessed for night-flying operations. In addition, training is now also being planned with the police for our potential drone observers and the details of that will be made known shortly as soon as they become clear.

CPD Weekend

The CPD Weekend run over the weekend of 18-20 September last year was very well attended and proved a hit with all, its location, food, and organisation. The format worked well, and we were grateful to our hosts and allowing to get our practical team training back under way in a COVID compliant and friendly team environment.

Search Management

Seb Palmer successfully completed the Search Planner training albeit delayed through remote learning and final assessment, and myself and Gilly Bamber completed the Search Operations course held between January and February of this year (making me a fledgeling Search Manager for the future).

Planning with our police colleagues is always difficult given that they have a variable and unpredictable work schedule. However, it is agreed that we will be re-introducing regular post-search reviews and involve more of the PolSAs than has hitherto been possible to date.

Team Leader

Finally, we are grateful to our trainers for teaching and mentoring five Search Technicians through their Team Leader training this year. Those will all have greatly benefited from his valuable knowledge and experience that he brings to the team.

3.6 Team changes

It is pleasing to report that the restructuring of the team into workgroups with workgroup champions for each area of operational expertise as well as the split of the Executive Committee and the Operations team that exactly 2 years ago in July 2019 we put into place continues to work well. I am most grateful for the input and support from the other Trustees for the help in managing the charity side of the team, its finances, its resourcing, its planning and reporting to the Charity Commission. This could only happen with the trust and faith in those running the operational side of the team and those workgroup champions looking after each of their areas of specialty.

Budgeting

With this re-focussing we have started to make significant inroads into getting the team to forecast and budget for its needs and objectives over the coming year – and beyond. The benefits of this at last mean that we can better manage our future and our growth as a team. We have started to see benefits in the form of having much clearer direction and intent shared with the team, and importantly share these strategies with the rest of the team.

Fundraising Team

Our dedicated fundraising team has worked miracles under the guidance of Gilly Bamber. They have managed to bring in key funds to the team.

Website

Thanks to support from Paul Barry and Simon Jones with the content we at last got our new-look website launched in this March. We must continue to actively its content to achieve its principal goals of fundraising and recruitment – which it certainly already has started to realise for us. We have an active social-media program in place and now also regularly keep our followers and supporters informed on team activities.

Sherp

A chance discussion with Buffaload after the flooding we had in Cambridgeshire around Christmas resulted in him offering the use of his amphibious Sherp vehicle. It resulted in some good press coverage for us in February, and the vehicle will shortly be located with us.

HQ – New Home

As you may all know as I have regularly reported on the progress before, the finding of a new base for the team has been one of my personal background projects for a while now. We clearly needed somewhere we can call our home, where we can consolidate our kit, training and bring our vehicles under cover from inclement weather (and prolong their lives). We almost signed up for a new build in the west of the county but chance discussions have meant that we now have a favourable tenancy of the Unit 1 building in Pymoor. We moved in during March and many of the team have pitched in to help to make it habitable for our needs. We particularly thank Steve Hobbs for his project management and a number of team members contribution of time to building improvement and vehicle upkeep. There is a lot more work we plan to do including fitting a new roof and motorising the shutter door and fitting out the upstairs office space for meetings and training. Though there's a way to go with our building improvements, we plan to hold a small informal families and friends "house- warming" on October 11th that I hope you will join us for.

Fleet

I am happy that we decided to sell the ICU and RCV and that they have gone to a good home with our neighbouring probationary team in Lincolnshire. This will greatly help them on their way to hopefully becoming a full member team of Lowland Rescue.

Driver availability and the move to Pymoor also meant that the support of the CFRS with the MWU became unworkable and so we cancelled down the SLA that was in place with them.

However, I am extremely happy to report that as of yesterday we collected our new ICU from its fit-out. The opportunity to have the vehicle arose out of another chance discussion with Anglian Water. After significant investment by both Anglian Water and the team, we now have a brand-new Vauxhall Movano control vehicle fully fitted out to our specification that included a commitment to support us with a 5-year service and repair arrangement (that includes tyres) that I hope will reliably meet the team needs for many years to come.

3.7 Outlook

The optimism shared with you all last year has proven to be well founded as the team has achieved some great things over the last 12 months. Our planning and perseverance have indeed started to bear fruit that see the team grow stronger and even more capable and effective.

We remain in a financially sound position when many teams and charities are not, though we must anticipate spending some of our reserves on upgrading the new CamSAR HQ as we continue to make it our own. We have found some good support from some local benefactors and the local community, though we must strive to not be over reliant on any individual or organisation to keep our flexibility and independence. We must not allow ourselves to get complacent in our fundraising efforts and we must always maintain our energies in this regard if we are to not only stand-still but continue to build, strengthen, and replenish the team in the years to come. We need to continue to be innovative in our fundraising ideas and relentless in the pursuit of willing sponsors and available grants.

What is next – well the Executive Committee have been exploring the feasibility of adding a flood rescue asset to the team. With a lot of water in our county at the best of times, but also the fact that we appear to be increasingly prone to large areas of flooding, then we would be remiss to not consider the need to provide such a capability. Apart from being a significant investment for the team, there is an ongoing responsibility to maintain competency and readiness, and so we must be sure that we have the members able and willing to sustain it. It could not be a one-off round of spending and training to achieve followed by a loss of those skills and kit not being used. Only those serious need apply – and we may have to go outside of the team for its leadership and champion.

3.8 Conclusion

So, in conclusion I believe that the team has started to make some good progress this year. I apologise if I have missed any key event or achievement out, but please forgive me as there have been many. Even though several key objectives for me in my time this stint as Chair have been achieved, I believe that we are still deserving of achieving more. However, this relies on the engagement and commitment of the team. We should be optimistic of continuing to grow and develop – not just by numbers – but in knowledge, skill, and confidence.

Finally, I will of course take this opportunity to record my thanks to fellow Trustees for their continued counsel, support, and diligence in managing the charity – including Kris McLaughlin who stood down as a Trustee and left the team in March and Matt Brocklebank who stood down as

Trustee due to work commitments – both of whom gave valuable contributions to the team over the time spent with us.

Barry Carter, Chair, 22 September 2021

4 Financial review

4.1 Reserves policy

CamSAR has a reserves policy which is annexed to this report – see Appendix C

4.2 Independently examined accounts

CamSAR's income during this period was **£60,386**. Expenditure during this period was **£56,572**, including **£31,791** for the purchase and fit-out of assets including a new Incident Control Unit vehicle, four professional dual-camera drones for day and night aerial search, six thermal imaging scopes for use by ground teams on night searches, and a water rescue sled.



*Within the above figures, income of **£4,021** and expenditure of **£994** are linked to CamSAR's work in the COVID-19 pandemic emergency response as part of the Cambridgeshire & Peterborough Local Resilience Forum. Between 31 March and 4 July 2020, CamSAR delivered PPE and food across the county; mileage was reimbursed by Cambridgeshire County Council. In early 2021, CamSAR assisted in the running of a COVID-19 vaccination centre for Huntingdonshire NHS primary care network.*

Accounts have been prepared on the receipts-and-payments basis, and independently examined. These are annexed to this report, as is the Independent Examiner's report – see Appendices A and B.

5 Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

| | | |
|--------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Sebastian Palmer | Barry Carter |
| Position(s) | Treasurer | Chairperson |
| Date | 18 May 2022 | 19 May 2022 |

Appendix A Summary of accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cambridgeshire Search and Rescue

1118622

Receipts and payments accounts

CC16a

For the period
from

01 July 2020

To

30 June 2021

Section A Receipts and payments

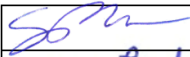

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|-------------------|-----------------|------------------|------------------|
| A1 Receipts | | | | | |
| Public Donations | 15,112.33 | | - | 15,112.33 | 17,860.00 |
| Parish & Town Councils | - | 8,736.00 | - | 8,736.00 | 1,800.00 |
| HMRC Refunds | 6,832.38 | 1,796.07 | - | 8,628.45 | 888.20 |
| Company Donations | 2,500.01 | 4,950.00 | - | 7,450.01 | 2,000.00 |
| Police Donations | 6,000.00 | | - | 6,000.00 | 6,000.00 |
| CPLRF Mileage | - | 4,021.38 | - | 4,021.38 | 8,186.85 |
| Other Grant Funding | - | 3,299.00 | - | 3,299.00 | 608.00 |
| Police Mileage | 1,622.00 | | - | 1,622.00 | 1,416.15 |
| Extra Kit Sale | 1,114.07 | | - | 1,114.07 | 455.50 |
| CFRS Deployments | 997.70 | | - | 997.70 | 1,588.50 |
| Team Subscriptions | 900.00 | | - | 900.00 | 755.00 |
| Account Interest | 5.41 | | - | 5.41 | 82.46 |
| Insurance Payouts | - | | - | - | 3,485.00 |
| Marshalling Events | - | | - | - | 3,073.00 |
| Training Courses | - | | - | - | 200.00 |
| Teambuilding Events | - | | - | - | - |
| Sub total (Gross income for AR) | 35,083.90 | 22,802.45 | - | 57,886.35 | 48,398.66 |
| A2 Asset and investment sales, (see table). | | | | | |
| Vehicle/Asset Sale | 2,500.00 | - | - | 2,500.00 | - |
| Sub total | 2,500.00 | - | - | 2,500.00 | - |
| Total receipts | 37,583.90 | 22,802.45 | - | 60,386.35 | 48,398.66 |
| A3 Payments | | | | | |
| Insurance | 7,522.11 | 721.28 | - | 8,243.39 | 7,183.25 |
| Vehicle Fuel + Maintenance | 3,084.07 | 151.65 | - | 3,235.72 | 3,138.82 |
| Headquarters costs | 1,927.05 | | - | 1,927.05 | - |
| Team Kit | 480.81 | 1,394.86 | - | 1,875.67 | 851.94 |
| Training Courses | 1,569.00 | | - | 1,569.00 | 640.00 |
| PR and IT | 1,174.89 | | - | 1,174.89 | 967.20 |
| Vehicle Tax + Charges | 1,070.00 | | - | 1,070.00 | 1,099.17 |
| Medical Kit | 79.12 | 923.27 | - | 1,002.39 | 1,677.02 |
| CPLRF Mileage | - | 994.23 | - | 994.23 | 10,461.15 |
| Search Management | 933.79 | | - | 933.79 | 1,106.10 |
| CFRS Deployments | 933.50 | | - | 933.50 | 544.25 |
| Miscellaneous | 575.00 | | - | 575.00 | 270.70 |
| Fundraising Costs | 530.40 | | - | 530.40 | 113.60 |
| Bike Repairs | 129.80 | 284.05 | - | 413.85 | - |
| CRB/DBS Checks | 264.00 | | - | 264.00 | 114.00 |
| Communications | 37.50 | | - | 37.50 | - |
| Sub total | 20,311.04 | 4,469.34 | - | 24,780.38 | 28,167.20 |
| A4 Asset and investment purchases, (see table) | | | | | |
| Other Equipment (asset) | 368.11 | 19,423.23 | - | 19,791.34 | 3,508.90 |
| Vehicle Purchase | 12,000.00 | | - | 12,000.00 | 6,634.80 |
| Comms Equipment (asset) | - | | - | - | 541.98 |
| Sub total | 12,368.11 | 19,423.23 | - | 31,791.34 | 10,685.68 |
| Total payments | 32,679.15 | 23,892.57 | - | 56,571.72 | 38,852.88 |
| Net of receipts/(payments) | 4,904.75 | - 1,090.12 | - | 3,814.63 | 9,545.78 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 44,415.64 | 3,140.68 | - | 47,556.32 | 38,010.54 |
| Cash funds this year end | 49,320.39 | 2,050.56 | - | 51,370.95 | 47,556.32 |

CCXX R1 accounts (SS)

1

27/04/2022

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Held in main current account | 2,870.95 | - | - |
| | Held in secondary current account | 500.00 | - | - |
| | Held in savings account | 45,949.44 | 2,050.56 | - |
| | Total cash funds | 49,320.39 | 2,050.56 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | | | |
| | | | | |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | | |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | Vehicles | Unrestricted | 26,324.42 | |
| | Kayaks, rescue sled, water PPE | Unrestricted | 3,160.60 | |
| | Drone and night vision equipment | Unrestricted | 18,682.41 | |
| | Communications Equipment | Unrestricted | 6,196.60 | |
| | Other Equipment | Unrestricted | 25,581.73 | |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| |  | Sebastian Palmer | 12/05/22 | |
| |  | Barry Carter | 13/05/22 | |

Appendix B Independent Examiner's report



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

| | | | |
|---|---|--------------------------------|---------|
| Report to the trustees/ members of | Cambridgeshire Search and Rescue (CamSAR) | | |
| On accounts for the year ended | 30 June 2021 | Charity no (if any) | 1118622 |
| Set out on pages | 11 and 12 | | |

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission for England and Wales (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission for England and Wales in Guidance Independent examination of charity accounts: Directions and guidance for examiners (CC32). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

The accounts examined were presented in the 'receipts and payments' method.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 27 April 2022

Name: Mark Yard

Relevant professional qualification(s) or body (if any):

Address: 35 The Eights Marina, Mariners Way, Cambridge CB4 1ZA

Section B Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None to report.

Appendix C Reserves policy

Purpose

The reserves that we have set aside provide financial stability and the means for the development of our principal activity.

Policy

We intend to maintain our reserves at a level which is at least equivalent to the average over 4 years of our annual running operating expenditure (Opex) and the average over 4 years expenditure on capital items (Capex) (replacement of vehicles, drones and other large capital items). For simplicity in these calculations we round results to the nearest £10.

Summary at end of financial year 2020-21

| Element | GBP |
|---|------------------|
| Operating reserve (average spend over last 4 years) | 20610.00 |
| Capital reserve (average spend over last 4 years) | 15850.00 |
| Additional reserve elements: | |
| • Set aside for premises rental and establishment costs | 10,000.00 |
| Subtotal reserves | 46,460.00 |
| Restricted funds | 2,050.00 |
| Total | 48,510.00 |

Review points

The Trustees review reserves required to ensure that they are adequate to fulfil our continuing obligations annually.