



Trustees' Annual Report and Unaudited Financial Statements

For the year ended 31st October 2021

Festival Medical Services

Mission: Professional event healthcare supporting charities worldwide

Vision: Best possible medical care at UK events and health-related charities
making a difference around the world

Core values:

- We care for People
- We have Big Hearts
- We care for your welfare
- We are innovators



We care for people:

We care for the whole community including festival goers, workers, and performers.

1. Introduction by Chair of Trustees

This year has seen a remarkable change in fortunes for FMS. Our outcome has been far better than our best forecast and we must thank all our supporters for their help in achieving this, especially:



- Those assisting with the Somerset Vaccination Programme who have gone above and beyond during the year, and continue to do so
- The tremendous efforts of those that planned for and gave their skills and time at the Reading Festival
- Glasto Chat for its continuous support

These efforts have been assisted with a grant from Mendip District Council, Central Government's Furlough Scheme, a generous donation from a private individual, a donation of 14,000 face masks from Brandology, and some donated printers.

Progress has been so good that at the end of the year we were able to start making grants to worthy charitable projects and have planned large scale equipment/vehicle renewal.

Additionally, in the coming year we plan making grants of one hundred thousand pounds to projects.

During the year one of most committed supporters, Peter Bloomfield, sadly passed away.

Peter encapsulated all the best qualities of an FMS member, and we are recognising this by setting up an Annual Peter Bloomfield Award so that his memory will live on in FMS. One of our Trustees, Peter Jordan, is presently arranging shortlisting candidates for this Award, which will be presented at the Glastonbury Festival 2022.

In 2020 we were awarded the Queens Award for Voluntary Service. This is the highest award given to voluntary groups across the UK and is the equivalent to the MBE. The formal presentation of the Award has not been possible because of lockdown. We are now pleased to say the Somerset HM Lord Lieutenant, Mrs. Annie Maw, will formally present the Award at Glastonbury Festival 2022.

The FMS Board have been busy during the year and amongst other activities have:

- Determined the Strategy for the next five years
- Confirmed FMS' Core Values for which we are grateful to the members on the Core Values Team that put in hours of work
- Looked at succession planning for key personnel
- Attempted to improve the diversity of the Board
- Looked at the lessons learned from the Manchester Arena Inquiry

During the year Adele Lomax left the Board. We are indebted to Adele for the high level of skills that she brought to our work. The vacancy created by Adele's departure has been filled by Peter Jordan. We give a warm welcome to Peter.

Mike O'Connor
Chair of FMS Trustees

2.Festival Medical Services (FMS)

Festival Medical Services (FMS) is a charity that provides doctors, nurses, paramedics, first responders and other trained medical and administrative personnel to music festivals and outdoor events throughout the UK. Additionally, we award significant grants to charities that make a real difference to the lives of people.

We provide a full range of medical services rather than a minimum emergency response.



From left to right: Michelle Crossman, Mike Gray, Laureen Woods, Tracy West, and Dave Parry

Vaccination Programme

The above is a photo of FMS staff at the Bath and West Showground who were making a flying start with the mass vaccinations programme in Somerset. FMS staff supported the NHS by providing vaccinators and clinicians to ensure demand for vaccinations is met and the roll out can progressed quickly and safely. FMS staff were also working in Wells, Ilminster, Yeovil, Weston Super Mare, delivering vaccinations to the housebound, operating from mobile units, and visiting residential care homes.

Our costs are low as we engage highly professional staff who offer their services free of charge because we fund a range of charities.

We also support medical staff who want to help others, by training and improving practices in less fortunate parts of the world.

Our charity makes significant use of volunteers, and it is extremely grateful to all those that have given their time, skills, and given up holidays and weekends to assist. In 2021 this amounted to a total of 13,000 hours which our volunteers spent on medical care duty at events or duties associated with events. Additionally, there is time spent by our Coordinators and Managers in managing this effort, and Trustees with steering the charity. These total 19,500 hours.

In addition to the voluntary hours our members have supported the roll out of the national vaccination programme. This amounted to 13,000 hours in 2021.

3. FMS' plans for the future

- Principally FMS will focus on its Core Business of providing medical cover at events, supporting its staff in upskilling to support worthy causes. Because FMS is a sustainable business it can explore discretionary areas outside its Core Business.

- We will continue to support the roll out of vaccinations in the UK, and assist, wherever its capacity allows, to reduce infection.

- In September 2021 we adopted a five-year strategy which We will continue to develop a strategy based on the following four principles:

- **The right people**

- Recruitment and retention – attracting the right people and keeping them
- Volunteer experience – communication, safety, fairness, facilities, opportunities

- **Good organisation**

- Finance – sound finances and financial probity
- Risk management – organisational, clinical, operational
- Information governance
- Relationships – customers, agencies, media

- **Clinical and operational effectiveness**

- Operating policy
- Clinical guidance
- Equipment – enough of the right kit where it is needed
- Patient safety – checking qualifications and registrations, DBS, safeguarding, infection control, complaints handling
- Quality assurance – learning from what happens
- Training and refreshers

- **Well-managed charitable activities**

- Project management – assessment and monitoring
- Fund raising
- Participation - opportunities for member involvement



Reading Festival: The Reading Festival is the world's oldest popular music festival still in existence. Many of the biggest bands in the UK and internationally have played at the festival over five decades

Medical cover by Festival Medical Services

- Our cash flow projections indicate that we will be able continue awarding grants at existing high levels. This is good news for the charities that we support.
- Our training division will continue to train and accredit our volunteers. This will help maintain the high level of medical care at events and ensure a consistent high standard. Many of the courses have now moved online which reduces the students and tutor's travel
- We have identified where there are skills gaps on the Board, and we are attempting to fill those gaps. There will be a biannual Trustee Skills Audit
- We have considered the lack of diversity on the Board and intend:
 - Improved communication from the Board to the wider membership
 - Develop and implement actions to widen the potential people who would be interested in standing for the Board
 - Improve its own awareness of EDI either through training or learning from other organisations
 - Consider more proactive approaches to recruiting Board members
- Continue to assess risk and monitor our risk management work
- Climate Impact: We are presently calculating our carbon footprint in order to consider any reduction measures



4. FMS's Impact

FMS draws upon the following resources to do its work:

- Volunteers selected from a membership of 1,400 clinical practitioners and support staff
- FMS has its own Training Division and offers a comprehensive portfolio of medical training courses including FREC responder training, CPD events for clinical professionals, and life support/first aid
- FMS is equipped with ambulances, medicines, and medical supplies and equipment.

What FMS has achieved:

By providing on-site medical care at events FMS has achieved the following:

- Early treatment of casualties preventing escalation of trauma
- Prevention of casualty deterioration by reducing travel
- Reducing the environmental impact of travel to hospitals
- Assisting event organisers in complying with obligations
- The relief and support given to the beneficiaries of the charities which FMS funds
- Relieving the strain on local hospitals who would be unable to cope with the volume of casualties
- Assist with the delivery of national vaccination programmes

Dr Neil Rushton: Charity Lead on the FMS Board of

Trustees: "I was inspired by two events. One was the trip that Nic Sutcliffe did by when he walked into retirement by leaving his job in the police in London to return to Yeovil to raise money for Yeovil Breast Care Unit.

The second was a patient of mine who was homeless (I am a GP). I took him into my home and secured accommodation for him. So, I decided to walk to London St George's Hospital unsupported to raise money for Shelter the homeless charity.

I qualified from St George's 45 years ago. I met huge kindness on my trip and the walk became a sort of Pilgrimage back to my Alma Mater. So, with a tent sleeping bag and hope I set off. 180 miles later (for I went by paths if I could) I arrived with huge blisters and happy that I raised nearly 11,000 pounds 10 days later for Shelter"



In 2021 FMS awarded grants to the following Charities:

Charity/Project	Purpose of Grant	Grant	Progress in 2021
Health Improvement Project Zanzibar The relief of sickness and the preservation of health among people residing permanently or temporarily in Zanzibar. To relieve sickness and to preserve the health of people of Zanzibar by providing and assisting in the provision of equipment, facilities and health services http://www.hipz.org.uk/	Effective triage system, advanced emergency care training, and department improvements.	£20,610	Progress with the Makunduchi Emergency Department is well under way. Together with the Ministry of Health, we have finalised the building plans, including the Emergency Department on the ground floor, and a brand new laboratory on the first floor. We have worked with contacts at the WHO to create a building design that meets all the required standards, and the entire design has been approved by WHO.
St Peter's Life-Line Supporting St Peter's Schools and Community in Kajuki, Kenya. A remote, rural and desperately poor community. http://www.stpeterslifeline.org.uk/	ARP programme to help stop FGM	£5,780	
	Total	£26,390	



Worthy Pastures: Over the school holidays, 2021, Worthy Farm became Worthy Pastures – a tranquil, family-friendly campsite which welcomed guests to get back to basics in nature, with a range of pre-erected bell tents and scout tents

Medical Cover provided by Festival Medical Services

FMS' Grant Making Policy

FMS aims to make a real, practical difference in everything we do. Our grants demonstrate this commitment with the range of grants awarded. These are the criteria that we use:

- Only applications from charities registered with the Charity Commission of England and Wales, Scotland, or Northern Ireland will be considered
- Every such application will be considered
- Applications from smaller charities will be given priority
- The application must be focused on a specific project with a defined time frame
- The project must be health or education-based
- The project must have an element of capacity building, in other words it must leave a legacy of enduring benefit
- FMS does not support any application that includes funding for airfare international or domestic, but may occasionally support local transport or similar where it is an integral part of the project
- Successful charities are expected to provide a video for presentation at the FMS AGM demonstrating to the membership how their grant has been used, what benefits it has provided and to whom
- Successful applications will usually have a champion within FMS, in other words someone who would oversee the project and hopefully be able to visit it
- FMS will strive to ensure a project delivers the greatest possible benefit for the sum donated and within a time frame and may include expertise and advice as well as money
- FMS will satisfy itself that all donations are used in a non-partisan way and take all reasonable steps to ensure these are not used to support terrorist activities as determined by the Terrorism Act 2000. FMS is aware of its obligation to report any concerns about grants being misused in this way



Health Improvement Project Zanzibar

The relief of sickness and the preservation of health among people residing permanently or temporarily in Zanzibar.

To relieve sickness and to preserve the health of people of Zanzibar by providing and assisting in the provision of equipment, facilities, and health services

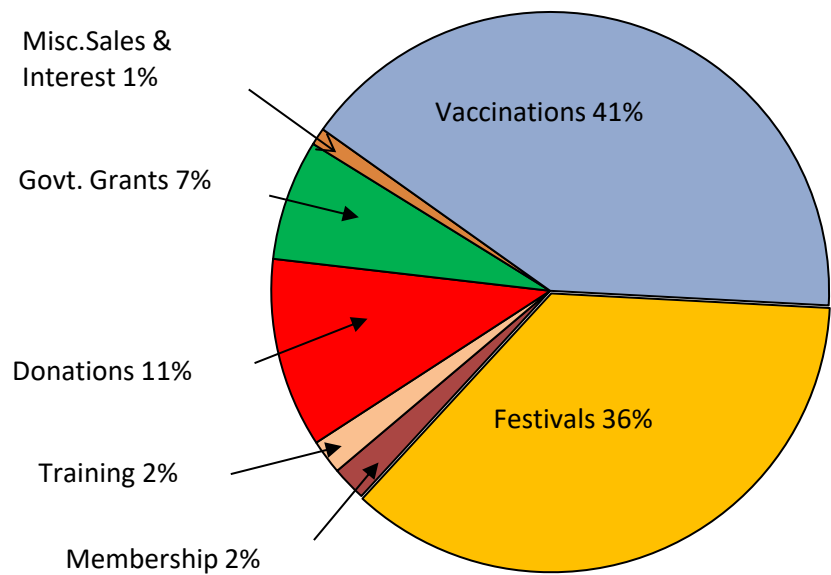
Picture is of HIPZ's proposed Makunduchi Department

Project supported by Festival Medical Services

5. Financial Review of FMS

Where our income came from 2020/21

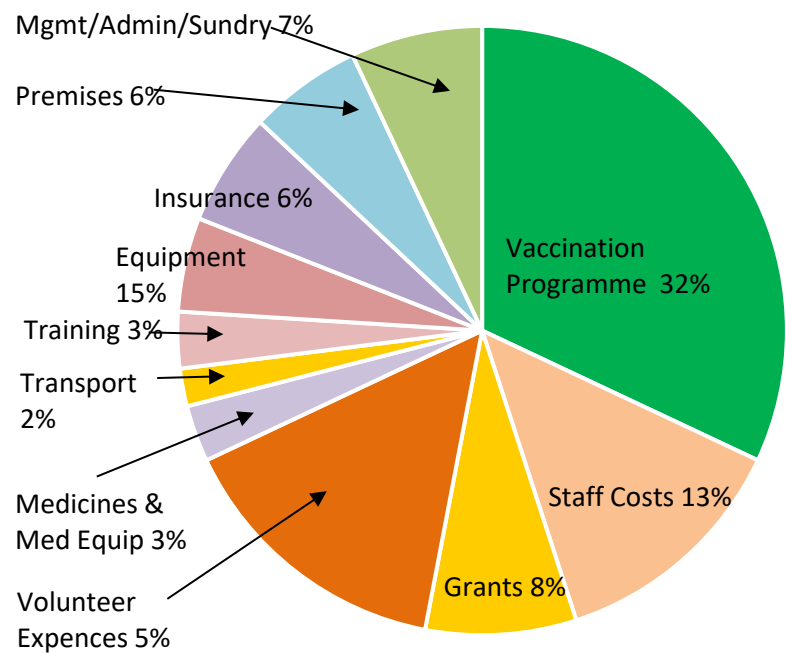
Total income for the year was £457,383 (2020: £52,509). The split of the funding sources can be seen below:



Government Grants:
Festival Medical Services is grateful for the Furlough Grant from Central Government, and the Discretionary Grant from Mendip District Council

How the money was spent 2020/21

Total expenditure for the year was £327,781 (2020: £161,818). The split of the funding sources can be seen below:



The details are summarised in Note 6 of the Accounts. During the year FMS as part of its charitable activities has made grants totaling £26,390 (2020: £17,673).

There was a surplus for the year of £129,602 (2020: £109,309 deficit).

Internal Controls

The Trustees have overall responsibility for ensuring that the organisation has appropriate systems of control, financial and otherwise. They are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the Financial Statements comply with the FRS 102 SORP and Companies Act 2006. The Trustees recognise that systems of control can only provide a reasonable and not complete assurance against inappropriate or ineffective use of resources, or against the risk of errors or fraud. They remain satisfied that the internal systems provide reasonable assurance that the organisation operates efficiently and effectively, safeguards its assets, maintains proper records, and complies with relevant laws and regulations.

Our system includes a rolling five-year cash-flow, and annual budgets approved by trustees. These are reviewed by the Senior Leadership Team and the Board. The Board also considers actual results compared with plans and forecasts. Our Financial Procedures are regularly reviewed by the Finance Officer, Finance Director and a Trustee with Financial Expertise. Tests are carried out to ensure the Procedures are being adhered to.



We are innovators:
We do this through the provision of specialist event medicine through governance, training, evolution, and continuous development.

Fundraising Statement

Our values shape everything that we do; and this extends to our fundraising.

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. Although we do not undertake widespread fundraising from the public,

the legislation defines fundraising as 'soliciting or otherwise procuring money or other property for charitable purposes. Such amounts receivable is presented in our accounts as 'Donations'. In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators or professional fundraisers or third parties.



Glastonbury Extravaganza: Held in the grounds of the ruined medieval Glastonbury Abbey in Somerset since 1996. The Extravaganza is held every year as a thank you to local people from Glastonbury Festival founder Michael Eavis.

Medical cover by Festival Medical Services

Investment policy

We bank our cash to obtain maximum interest payments with minimum charges, mainly through the specialist charity services provided by the Co-operative Bank, Triodos Bank, Nationwide, Charities Aid Foundation Bank (Scottish Widows), Charity Bank, Reliance Bank, and Clydesdale Bank. We spread our funds so that we stay under the £85,000 covered by the Financial Services Compensation Scheme. We are unwilling to invest in long term investments as our funds are comparatively small and all but working capital is granted to charities (see Reserves below).

FMS ensures that its deposits are not being invested in arms manufacture, tobacco, fast food, gambling, alcohol, fossil fuel, slavery, fracking, nuclear, pornography, and companies with dubious human rights (e.g. oil, gas, and mining companies).

The money that we gained from our short-term investments in 2021 was £597(2020: £1,672) bank interest.

Reserves Policy

A charity needs to have enough reserves to allow it to cover known liabilities and contingencies, absorb setbacks and take advantage of change and opportunity.

Our trustees annually review the charity's reserves and after quantifying all known risks the trustees recently set a level of reserves of £150,000. This is the working capital that Festival Medical Services needs to give it time (one year) to rebuild in the event of it losing a considerable amount of activity. These reserves are freely available.

At 31 October 2021 the level of reserves held by the charity stood at £476,293 (2020: £346,691) of which £473,037 (2020: £342,578) were unrestricted funds. Of these funds £21,220 (2020: £29,982) was held as fixed assets and £6,000 (2020: £5,000) stock. This leaves £445,817 (2020: £311,709) of free reserves which are readily available.

The Trustees appreciate that £445,817 is considerably above the determined minimum of £150,000. However, FMS is presently looking to purchase its own premises.

From the Clinical Lead at Royal Berkshire Hospital Emergency Department:

"We are amazed at how well you guys did. We hardly saw any patients, and the ones that came were appropriate. Also, any patients that needed specialty input were referred before arrival and this caused us no bother. Hands down, the team and I feel this was the best medical service the festival has ever had. Even the paramedics that brought us the patients were full of praise about the amount of effort and work that has gone into the organisation this year. We here at RBH ED, thank you and all your team for everything you did."

6. Charity Objects

Festival Medical Service's charity's objects are:

- (a) the relief of sickness by the provision of medical services and emergency relief particularly at public gatherings;
- (b) to advance the education and training of members and volunteers of the Charity, and of members of the public in general, in the subject of medical care; and
- (c) any Charitable purpose which the trustees shall from time to time think fit

7. Public Benefit

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006, to have due regard to the Charity Commission's general guidance on public benefit "Charities and Public Benefit".

The provision of medical care at events, vaccinations, and grants to worthy causes, are charitable for the purposes of public benefit. We are here to provide a service to the public and support worthy causes. We consider how our planned activities contribute to public benefit.

8. Safeguarding

We are committed to being accountable and transparent regarding our safeguarding policies and approaches. We have zero tolerance for harassment, bullying or exploitation of any kind.

We have a comprehensive safeguarding policy which is regularly reviewed.

9. How we operate

Together, every decision we make ensures our work is efficient, effective and sustainable, and takes us closer to our goal of relieving of sickness by the provision of medical services and emergency relief at festivals, vaccinations, and making the world a better place with the grants that we make.



Patrons

Heidi Thomas
Stephen McGann

Trustees

Our governing document is our Memorandum and Articles of Association.

Trustees for the year ending 31st October 2021:

Cara	Chapman				
Paul	Hooton	Clinical Director			
Phil	Barker	Finance Director and Company Secretary			
Tony	Daniel				
Will	Green				
Chris	Howes	Managing Director			
Peter	Jordan	Appointed March 2021			
Alex	Layard				
Adele	Lomax	Resigned March 2021			
Mike	O'Connor	Chair			
Dave	Parry	Operations Director			
Neil	Rushton	Lead for Grants			
Nich	Woolf				

Festival Medical Services was incorporated as a company limited by guarantee on 1st June 2007 and registered as a charity on 1st June 2007 with a Memorandum and Articles as its Governing Document. It operates throughout England and Wales.

FMS has a "Unitary Board" comprising senior leaders and trustees.

It is not unusual for small charities to have trustees that play both a governance and executive role. Having four trustees that are ex officio senior leaders has many advantages:

- faster decision making
- shared responsibility
- clearer strategic thinking

There is scope for increasing the diversity of the eight elected trustees when they retire from the Board.

- Gender: There have been small improvements. Currently there are two females on the Board, compared with two in June 2015
- Ethnicity: The sort of events that FMS covers does not tend to attract those from an ethnic background. This relative monoculture is mirrored in FMS' membership
- Disability: There are no Trustees with visible disabilities
- Age: Currently the average age of FMS Trustees is 58 years. The average age in 2015 was 55.
- Background: This is not varied

Recruitment, Training, and Induction of Trustees

Our Trustees are appointed by secret ballot at the Annual General Meeting. One third of the Trustees retire each year by rotation, except for the Managing Director, Operations Director, Finance Director and Clinical Director (who are ex officio Trustees). Trustees retiring can stand for re-election to the Board.

When a vacancy arises, it is advertised within the FMS membership detailing the skills gaps to be filled, and how it would like to balance the Board diversity. If FMS is unable to fill the vacancy, then the trustees are recruited by traditional methods such as word of mouth. If this fails, then the vacancy can be left open or advertised using a trustee brokerage service.

We voluntarily encourage a process of achieving better gender, ethnicity, disability, age, and background balance on the board. We encourage members who we feel would benefit the board with their skill set and improve the Board's diversity

- At a meeting of the Trustees on the 9th January 2022 it was decided to:
- i. Improve communication from the Board to the wider membership
 - ii. Develop and implement actions to widen the potential people who would be interested in standing for the Board
 - iii. Improve its own awareness of EDI either through training or learning from other organisations
 - iv. Consider more proactive approaches to recruiting Board members



St Peter's Life-Line
Supporting St Peter's Schools and Community in
Kajuki, Kenya. A remote, rural and desperately
poor community.

Project supported by Festival Medical Services

Risk Management

Our Risk Register is split into four areas:

- Organisational Risk
- Clinical Risk
- Operational Risk
- Board Oversight

At every meeting, our trustees monitor one of these risks in detail on a rotational basis.

The Risk Register helps to ensure that there are sufficient risk assessment processes in place, and that assurances are provided to the board as well as highlighting any areas for concern.

Charity Governance Code

In 2020 Festival Medical Services compared its Governance with that of the Charity Governance Code. Below is an outline of this comparison.

Charity Governance Code	FMS' Position
1. The board meets as often as it needs to be effective.	FMS Board meets four times a year which is considered effective.
2. The chair, working with board members and where they exist staff, plans the board's work and meetings, making sure trustees have the information, time and space they need to explore key issues and reach well-considered decisions.	With the Company Secretary/Senior Leadership Team the Chair: <ul style="list-style-type: none"> I. Plans the annual cycle of board meetings and AGM II. Sets agendas for the board and AGM
3. The board regularly discusses its effectiveness and its ability to work together as a team, including individuals' motivations and expectations about behaviours. Trustees take time to understand each other's motivations to build trust within the board and the chair asks for feedback on how to foster an environment where trustees can constructively challenge each other.	The Chair develops the board of trustees including induction, training, appraisal and succession planning.
4. Where significant differences of opinion arise, trustees take time to consider the range of perspectives and outcomes, respecting all viewpoints and the value of compromise in board discussions.	The Chair addresses conflict within the board and within the organisation, and liaising with the Managing Director to achieve this.
5. The board collectively can get independent, professional advice in areas such as governance, the law and finance. This is either on a pro-bono basis or at the charity's expense if needed for the board to discharge its duties.	The board collectively can get independent, professional advice in areas such as governance, the law and finance. This is either on a pro-bono basis or at the charity's expense if needed for the board to discharge its duties.

Reviewing the board's composition

Charity Governance Code	FMS' Position
1. The board has, and regularly considers, the skills, knowledge and experience it needs to govern, lead and deliver the charity's purposes effectively. It reflects this mix in its trustee appointments, balancing the need for continuity with the need to refresh the board.	The Board carries out an annual Skills Audit. The most recent one was in December 2021 and revealed that the Board is strong on Management (inc. Leadership), Communications, Data Protection, and Networking. FMS was not so strong on History of Sector, Diversity and Inclusion, Marketing, and Training Provision. It subsequently identified those that held the "not so strong" skills so that it was aware what skills it would lose when those holding these skills left the Board.
2. The board is big enough that the needs of the charity's work can be carried out and changes to the board's composition can be managed without too much disruption. A board of at least five but no more than twelve trustees is typically considered good practice.	FMS Board has a minimum of five and a maximum of twelve Trustees.



Oktoberfest: Originally Oktoberfest was an annual festival in Munich, Germany, held over a two-week period and ending on the first Sunday in October. The festival originated on October 12, 1810, in celebration of the marriage of the crown prince of Bavaria, who later became King Louis I, to Princess Therese von Sachsen-Hildburghausen.

Today, Oktoberfests are celebrated throughout the world.

In 2021 Festival Medical Services provided medical cover at three UK Oktoberfests

Overseeing appointments

Charity Governance Code	FMS' Position
1. There is a formal, rigorous and transparent procedure to appoint new trustees to the board, which includes advertising vacancies widely.	Our Trustees are appointed by secret ballot at the Annual General Meeting. One third of the Trustees retire each year by rotation, except for the Managing Director, Operations Director, Finance Director and Clinical Director (who are ex officio Trustees). Trustees retiring can stand for re-election to the Board.
2. The search for new trustees is carried out, and appointments or nominations for election are made, on merit, against objective criteria and considering the benefits of diversity. The board regularly looks at what skills it has and needs, and this affects how new trustees are found.	New Trustees usually come from within our membership, and often through personal contact and seeking the skills that the Board requires. The Trustees accept that this method could lead to a less diverse Board and is seeking ways to address this.
3. Trustees are appointed for an agreed length of time, subject to any applicable constitutional or statutory provisions relating to election and re-election. If a trustee has served for more than nine years, their reappointment is: <ul style="list-style-type: none"> i. subject to a particularly rigorous review and takes into account the need for progressive refreshing of the board. ii. explained in the trustees' annual report. 	In March 2022 FMS' AGM are being asked to adopt the Nine-Year Rule.
4. If a charity's governing document provides for one or more trustees to be nominated and elected by a wider membership, or elected by a wider membership after nomination or recommendation by the board, the charity supports the members to play an informed role in these processes.	Trustees are appointed at the AGM by the membership present at the meeting. All new trustees are provided with an induction.

Developing the board

Charity Governance Code	FMS' Position
<p>1. Trustees receive an appropriately resourced induction when they join the board that includes meetings with other members and staff (if the charity has staff) and covers all areas of the charity's work.</p>	<p>All new Trustees are provided with the key documents. Trustees receive ongoing support through training opportunities.</p>
<p>2. The board reviews its own performance, including that of the chair. These reviews might consider the board's balance of skills, experience and knowledge, its diversity, how the board works together and other factors that affect its effectiveness.</p>	<p>It was proposed that the performance review be covered by each trustee completing an Individual Trustee Self Reflection https://knowhow.ncvo.org.uk/tools-resources/board-basics/tools-and-guidance/Individualtrusteeselfreflection.pdf However, membership of NCVO has not been renewed to in order to limit expenditure. When FMS is confident about festival income it will renew its membership and undertake the Self Reflection.</p>
<p>3. Trustees can explain how they check their own performance.</p>	

How FMS Trustees carry out their work



Occasionally Trustees provide paid cover at events. In doing this the Trustees are satisfied that it is in the interests of the Charity on some occasions, Trustees have the same access to paid roles as the rest of the membership. In reaching this decision the Trustees balanced the advantage of employing a Trustee against the disadvantages of doing so. This decision is reached on the understanding that the majority of the Trustees in office will receive no such payments.

Trustees receive no remuneration for their work as Trustees. The role of Operations Director is a paid one. The current OD is both a paid employee of the charity and a Trustee – previously an elected one and now ex-officio. The Board has decided that it is in the interests of the charity for him to continue in both roles. In reaching this decision Trustees balanced the advantage of employing a Trustee against the disadvantages of doing so. Also, this decision was reached on the understanding that the majority of the Trustees in office will have no such paid positions.

FMS has adopted a Conflict-of-Interest policy, part of which is a requirement for Trustees to declare any potential interest at the beginning of a meeting and absent themselves from the meeting when such items are discussed and not take part in any vote. Additionally, Trustees are required to complete a Conflict-of-Interest Form declaring any potential interest.



Glastonbury Live at Worthy Farm 2021: Drone pilot and drone camera operator filming at Glastonbury Live 2021.

Medical cover for this Live Event by Festival Medical Services

Management and Administration

The Managers are led by a Senior Leadership Team, made up of the Managing Director, Operations Director, Financial Director, Clinical Director, and Human Resources and Organisation Development Manager.

We have a headquarters and stores at Evercreech, where we train staff, store medical supplies and ambulances. We are a geographically challenged organisation and most of our work is done from home. The pandemic has meant that meetings are now by video call. This way of meeting is likely to remain after the pandemic.

FMS Management and Administration comprises:

Senior Leadership Team		Managers	Coordinators
Managing Director*	Clinical Director*	Medical Centre Managers	Medical Centre Team Doctors Nurses Dentists Mental Health Pharmacy Physiotherapy Podiatry Imaging Porters
		Responder Manager	Responder Team First Responders Stages Fleet
		Clinical Governance Manager	Clinical Governance Team_ Safeguarding Infection Control
		Patient Safety Manager/ Caldicott Guardian	Patient Safety Manager & Caldicott Guardian_ Complaints Lead
	Operations Director*	Operations Manager	Event Liaison Duty Ops Medical Logistics Team Clinical Logistics Warehouse Stores Transport
		Med Comms Manager	Medical Communications Team MedComms Manager
		Support Manager	Support Team Production Campsite Bar Staff
		IT & Administration Manager	Administration & IT Team Administration IT
		Training Manager	Training Team Training
		Health & Safety Manager	
		Information Governance Manager	
	Finance Director & Company Secretary*		Staff <ul style="list-style-type: none"> • Operations Director 25 hrs/wk • Membership Administrator 15 hrs/wk • Communications & Finance Officer 20 hrs/wk • Warehouse Supervisor 10 hrs/wk
	Organisational Development & HR Manager		

* Ex-officio member of Board

Delivery is organised by Coordinators who:

- Are appointed by Senior Leadership Team with advice from membership
- Coordinate individual teams between and at events
- Disseminate information from Senior Leadership Team
- Recruit staff and check qualifications
- Manage rotas

Equality, Diversity, and Inclusivity statement

We are committed to being fair to our employees, volunteers, students, and service users. We aim for an environment of equality of opportunity and equality of treatment wherever practically possible.

Our diversity vision is that we will uphold the Equality Act and provide a culture of diversity and inclusivity, fostering good relations between people who possess a protected characteristic and those who do not and advancing equality of opportunity between them.

We do not accept discrimination on the grounds of age, disability, gender reassignment, marital status, race, religion, or sexual orientation.

Members are protected against discrimination in all aspects of their employment, volunteer status, education, and training relationship, which includes recruitment and selection, employment terms and conditions, promotion, appraisal/annual review, assessment of performance, dismissal, and post-termination (such as providing references).



Swindon and Wiltshire Pride: Swindon Pride was launched in 2008, with the first ever Pride festival being held in Swindon. In 2009, the Pride event was expanded to incorporate Swindon & Wiltshire Pride. Swindon & Wiltshire pride gained charity status in 2019. The atmosphere within the Town Gardens is inclusive, happy, and vibrant. Our mission is to promote equality and diversity for the public benefit and in particular the elimination of discrimination on the grounds of sexual orientation or gender identity.

Medical cover by Festival Medical Services

Pay Policy

Responsibility for determining pay rests with the Board of Trustees. It is essential that Trustees are objective and fair when taking decisions on staff pay. This is particularly important in relation to the annual review of staff salaries that takes place at the March Board meeting and setting the salary of new posts. In setting the staff salaries consideration is given to rises in the cost of living, national trends in pay rises, and the market rate for the work. Pay benchmarking studies are often carried out to ensure that FMS staff are paid the market rate.

FMS does not apply any form of performance-related pay, nor does it have a bonus scheme.

10. Reference and administrative details of the charity, its trustees, and advisers

Festival Medical Services (known as FMS) is a registered Charity and Company limited by guarantee. Our Registered Charity Number is 1124695 (England and Wales) and our Company Registration Number is 6265957.

Independent Examiner:

A C Mole
Stafford House
Blackbrook Park Avenue
Taunton
Somerset TA1 2PX

Registered Office:

Festival Medical Services
Unit 1 and 2
Wayside Farm
Evercreech
Shepton Mallet
Somerset BA46QW

Bankers

The Charity Bank Limited,
Fosse House,
182 High Street,
Tonbridge,
Kent, TN9 1BE

Triodos Bank
Deanery Road
Bristol
BS1 5AS

The Cooperative Bank plc
P O Box 101
1 Balloon Street
Manchester
M60 4EP

Nationwide Building Society
Nationwide House
Pipers Way
Swindon
SN38 1NW

Clydesdale Bank
30 St Vincent Place
Glasgow
G1 2HL

Reliance Bank Ltd
Faith House
23-24 Lovat Lane
London
EC3R 8EB

11. Declarations

Statement of trustees' responsibilities

The trustees (who are also directors of Festival Medical Services for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;

- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The company has taken advantage of the small companies' exemption in preparing the report above.

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mike O'Connor	Phil Barker
Position (for example Secretary, Chair, etc)	Chair	Finance Director and Company Secretary
Date		

FESTIVAL MEDICAL SERVICES

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FESTIVAL MEDICAL SERVICES

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 October 2021, which are set out on pages 27 to 40.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants England & Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Alexandra Shore FCA DChA
Chartered Accountant
A C Mole
Stafford House Blackbrook Park Avenue
Taunton Somerset TA1 2PX
_____ 2022

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 OCTOBER 2021

		Restricted Funds	Unrestricted Funds	Total Funds	Restated Total Funds
	Note	£	£	2021 £	2020 £
Income					
Donations and Grants	2	-	58,560	58,560	15,405
Income from Other Trading Activities	3	-	11,809	11,809	2,271
Income from Charitable Activities	4	-	385,280	385,280	30,292
Other Income		-	1,137	1,137	2,869
Investment Income	5	-	597	597	1,672
TOTAL INCOME		-	457,383	457,383	52,509
Expenditure					
Costs of Raising Funds					
Festival tickets		-	10,004	10,004	-
Merchandise		-	-	-	2,101
Donated goods		-	1,600	1,600	-
Expenditure on Charitable Activities	6	857	315,320	316,177	159,717
TOTAL EXPENDITURE		857	326,924	327,781	161,818
Net income/(expenditure) for the year		(857)	130,459	129,602	(109,309)
Reconciliation of Funds:					
Total funds brought forward		4,113	342,578	346,691	456,000
Total funds carried forward		3,256	473,037	476,293	346,691

The notes on pages 29 to 40 form part of these financial statements.

BALANCE SHEET AS AT 31 OCTOBER 2021

	Note	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible Assets	7		22,852		32,471
Investments	8		1		1
			<u>22,853</u>		<u>32,472</u>
CURRENT ASSETS					
Stock	6	6,000		5,000	
Debtors & Prepayments	11	30,379		9,086	
Cash at Bank and in Hand		442,205		305,582	
			<u>478,584</u>	<u>319,668</u>	
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR					
	12	25,144		5,449	
			<u>453,440</u>	<u>314,219</u>	
NET CURRENT ASSETS					
			<u>476,293</u>	<u>346,691</u>	
TOTAL NET ASSETS					
THE FUNDS OF THE CHARITY					
Unrestricted Funds	14		473,037		342,578
Restricted Funds	14		3,256		4,113
			<u>476,293</u>	<u>346,691</u>	
TOTAL CHARITY FUNDS					

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions of part 15 of the Companies Act 2006 relating to small companies regime.

The accounts were approved by the trustees and signed on their behalf by:

..... Trustee
M O'Connor - Chair of Trustees

..... Trustee
P Barker - Finance Director

The notes on pages 29 to 40 form part of these financial statements

2022

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021

1 ACCOUNTING POLICIES

(i) Charitable company status

The charity is a company limited by guarantee and does not have any share capital. The liability of the guarantors, who are the members is limited to £10 per guarantor. At 31 October 2021 the charity had 1,421 members. The company is registered in England and Wales. The registered office is Unit 1 and 2, Wayside Farm, Evercreech, Shepton Mallet, Somerset, BA46QW.

(ii) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) - (Charities SORP (FRS102) second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(iii) Funds Structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor. Further details of each fund are disclosed in note 14.

iv) Income Recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations and grants are recognised when the charity been notified in writing of both the amount and settlement date. Memberships, festival income and service level agreements are recognised in the period to which it relates.

Income in the form of gifts in kind (including festival passes and equipment) are included at fair value in the statement of financial activities. Fair value is determined as the maximum sale proceeds which could be obtained by the charity.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

v) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities comprises those costs incurred by the charity in delivery of its activities and service for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Governance costs are included within support costs and comprise all costs associated with meeting the constitutional and statutory requirements of the charity and include the professional fees and costs linked to the strategic management of charity.

vi) Fixed Assets

Only items with a value greater than £500 are treated as tangible fixed assets. Items below this value are written off in the year they are acquired.

Depreciation on fixed assets has been provided at the following rates

Motor Vehicles	25%	Reducing balance
Equipment	25%	Straight Line

vii) Fixed Asset Investments

Investments in subsidiary undertakings are included in the Balance Sheet at cost less impairment.

viii) Stock

Stock is valued at the lower of cost and net realisable value.

ix) Cash and Cash Equivalents

Cash and cash equivalents include cash in hand, deposits and other short-term highly liquid investments that are readily convertible to known amounts of cash with insignificant risk of change in value.

x) Financial Instruments

The charity only has financial assets and liabilities that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at settlement value.

xi) Critical Accounting Estimates and Judgements

The preparation of the financial statements requires the trustees to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

xi) Critical Accounting Estimates and Judgements - continued

The resulting accounting estimates will, by definition seldom equal the related actual results. The trustees are of the opinion that there were no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

xii) Volunteer Reimbursements

FMS makes a contribution to volunteers costs which is below actual costs incurred and is therefore a reimbursement. HMRC has confirmed that "If there is no office or employment, it follows that the reimbursement of any expenses incurred by voluntary workers in doing the work of the organisation will not give rise to a tax liability."

xiii) Donated Services

In accordance with the Charities SORP (FRS102), any unpaid volunteer time is not recognised in the financial statements.

xiv) Operating Leased Assets

Leases that do not transfer all the risks and rewards of ownership are classified as operating leases. Payments under operating leases are charged to the profit and loss account on a straight-line basis over the period of the lease.

xv) Basis of Consolidation

The financial statements present information about the company as an individual undertaking and not about its group. The company and its subsidiary undertaking Doc Rock Limited, comprise a small-sized group. The company has therefore taken advantage of the exemptions provided by the Charities SORP (FRS102) and the Companies Act for small groups and consolidated accounts are not prepared.

xvi) Prior Year Adjustments

Where corrections are required to comparative figures, these are adjusted in the earliest period to which they relate. Details of such restatements are included in note 19.

2 DONATIONS AND GRANTS

	2021	Restated
	£	2020
		£
Donations	54,060	5,405
Covid 19 Grants	4,500	10,000
	<hr/>	<hr/>
	58,560	15,405
	<hr/>	<hr/>

Donations include £40,106 of goods in kind (2020: nil) which relates to donated face masks and printers.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

3	INCOME FROM OTHER TRADING ACTIVITIES	2021	2020
		£	£
	Merchandise and clothing	-	2,271
	Sale of guest passes	10,004	-
	Hire Income	1,805	-
		<hr/>	<hr/>
		11,809	2,271
		<hr/>	<hr/>
4	INCOME FROM CHARITABLE ACTIVITIES	2021	Restated 2020
		£	£
	Events	155,882	4,730
	Membership*	7,103	7,850
	Training	7,365	1,925
	Covid 19 Vaccination Programme	189,623	-
	Coronavirus Job Retention Scheme	25,307	15,787
		<hr/>	<hr/>
		385,280	30,292
		<hr/>	<hr/>

Income from Events includes £10,004 (2020: £nil) of goods in kind.

*MEMBERSHIP INCOME

All members apply through the FMS website, and team coordinators are responsible for their team selection. Once selected, applicants will be emailed welcoming them to FMS and requested £25 for a three-year membership. Teams are split between patient and non-patient facing teams. All members who are patient facing must have a current enhanced DBS disclosure for Adult and Child Workforce and their membership will not be finalised until a valid DBS certificate has been received. All non patient facing applicants must supply two forms of identification as proof of identity and residency before membership is completed. Full details can be found on the FMS website under 'Membership' or by emailing membership@festival-medical.org.

5	INVESTMENT INCOME	2021	2020
		£	£
	Bank Interest	597	1,672
		<hr/>	<hr/>
		597	1,672
		<hr/>	<hr/>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

6	EXPENDITURE ON CHARITABLE ACTIVITIES	2021	2020
		£	£
	Opening Stock	5,000	10,000
	Closing Stock	(6,000)	(5,000)
	Medicines and Dressings	8,844	696
	Small Equipment Purchases	42,539	9,880
	Equipment	6,282	249
	Insurance and Fees	19,713	32,847
	Volunteer Expenses and Reimbursements	1,374	200
	Volunteer Catering and Facilities *	16,000	-
	Wages	41,157	43,761
	Telephone	1,460	1,342
	Transport	7,436	8,362
	Postage, Stationery, Website, IT and Software	4,555	2,779
	Grants	26,390	17,673
	Rent	11,227	13,340
	Premises Costs	3,720	3,311
	Sundries	1,170	133
	Depreciation	9,621	11,563
	Profit on Disposal of Vehicles	-	(672)
	Loss on Disposal of Equipment	-	912
	Bank Charges	376	247
	Training	9,668	2,155
	Payroll Services	1,200	1,327
	Independent Examiner's Fees	1,818	2,022
	Trustee Meeting Travel Expenses	-	691
	Trustee Meeting Expenses	477	280
	Professional Fees	994	994
	Bad Debt	(350)	625
	Covid 19 Vaccination Programme	101,506	-
		<hr/>	<hr/>
		316,177	159,717
		<hr/>	<hr/>

*Volunteer Catering and Facilities: Festival Medical Services provides food and beverages for those working at events. Charges are made to those volunteers not on duty. This has been found to be the most efficient way of providing good quality food for volunteers at events.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

7 TANGIBLE FIXED ASSETS

	Equipment £	Motor Vehicles £	Total £
Cost			
1 November 2020	31,116	76,795	107,911
	—	—	—
31 October 2021	31,116	76,795	107,911
	—	—	—
Depreciation			
1 November 2020	20,726	54,714	75,440
Charge for year	4,099	5,520	9,619
	—	—	—
31 October 2021	24,825	60,234	85,059
	—	—	—
Net book value			
31 October 2021	6,291	16,561	22,852
	=====	=====	=====
31 October 2020	10,390	22,081	32,471
	=====	=====	=====

8 FIXED ASSET INVESTMENTS

	Investments £
Cost	
At 1 November 2020	1
	—
At 31 October 2021	1
	—
Net Book Value	
At 31 October 2021	1
	=====
At 31 October 2020	1
	=====

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

8 FIXED ASSET INVESTMENTS (Continued)

The charity's investment at the balance sheet date in the share capital of companies include the following:-

Doc Rock Limited

Registered Office: 1 Church Close, Lydeard St Lawrence, Taunton, TA4 3SF

Nature of business: Festival passes distribution

Class of shares: % holding
Ordinary 100%

	2021	2020
	£	£
Aggregate capital and reserves	(410)	(410)
	<u> </u>	<u> </u>

9 TRUSTEE EXPENSES AND REMUNERATION

Remuneration of £18,052 (2020: £20,331) was paid to the Trustee D Parry during the year for his role as Operations Director. The Charity's Memorandum of Association includes a provision giving legal authority to make the payment. No remuneration has been paid to, or on behalf of any other trustees (2020: nil).

During the year £401 (2020: £656) was reimbursed to four (2020: five) Trustees for travel expenses and £1,027 (2020: £9,315) to one (2020: three) trustee for other expenses.

10 INDEPENDENT EXAMINER'S FEES

	2021	2020
	£	£
Independent Examination and Accountancy	1,818	2,022
Payroll Services	1,200	1,327
	<u> </u>	<u> </u>
	3,018	3,349
	<u> </u>	<u> </u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

11	DEBTORS	2021	2020
		£	£
	Trade Debtors	3,914	-
	Prepayments	5,624	8,360
	Other Debtors	1,858	726
	Accrued Income	18,983	-
		<u> </u>	<u> </u>
		30,379	9,086
		<u> </u>	<u> </u>

12	CREDITORS	2021	2020
		£	£
	Amounts falling due within one year:-		
	Trade Creditors	654	15
	Grants	20,610	-
	Accountancy	2,202	2,094
	PAYE/NIC	782	553
	Deferred income	896	2,787
		<u> </u>	<u> </u>
		25,144	5,449
		<u> </u>	<u> </u>

13 STAFF NUMBERS AND COSTS

The average number of staff employed during the year was: 4 (2020: 4)

	2021	2020
	£	£
The aggregate payroll costs were as follows:		
Wages & salaries	41,157	43,761
	<u> </u>	<u> </u>

There were no employees with emoluments above £60,000 in the period (2020: nil).

The charity considers its key management personnel to comprise the Trustees and the Senior Leadership Team. The Operations Director is the only paid Senior Leader with a remuneration of £18,052 (2020: £20,331).

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

14 STATEMENT OF FUNDS

	Balance as at 31 October 2020 £	Income £	Expenditure £	Balance as at 31 October 2021 £
Unrestricted Funds	342,578	457,383	(326,924)	473,037
Restricted Funds:				
Bikes	3,356	-	(594)	2,762
Defibrillators	757	-	(263)	494
Total Restricted Funds	4,113	-	(857)	3,256

Unrestricted funds are to be applied to the general purposes of the Charity.

Emico Building Services provided a grant of £4,000 in 2019 for the purchase of bikes used by responders at festivals, however, only £2,377 was spent on the purchase of bikes. The balance on the fund represents the net book value of purchased bikes plus the remaining £1,623 of unspent funds.

The Co-op in Evercreech is supporting the purchase/replacement of the defibrillators used at festivals. In 2019 £1,876 was spent on defibrillators of which £1,042 was funded by the Co-op funds. The reserve balance represents the net book value of the assets purchased with restricted funds.

Represented by:

	Unrestricted Funds £	Restricted Funds £
Fixed Assets	21,220	1,633
Stock	6,000	-
Debtors and Prepayments	30,379	-
Cash at bank and in hand	440,582	1,623
Creditors	(25,144)	-
At 31 October 2021	473,037	3,256

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

15 STATEMENT OF FUNDS FOR THE YEAR ENDED 31 OCTOBER 2020

	Balance as at 31 October 2019 £	Income £	Expenditure £	Balance as at 31 October 2020 £
Unrestricted Funds	451,030	52,509	(160,961)	342,578
Restricted Funds:				
Bikes	3,950	-	(594)	3,356
Defibrillators	1,020	-	(263)	757
Total Restricted Funds	4,970	-	(857)	4,113

Unrestricted funds are to be applied to the general purposes of the Charity.

Emico Building Services provided a grant of £4,000 in 2019 for the purchase of bikes used by responders at festivals, however, only £2,377 was spent on the purchase of bikes. The balance on the fund represents the net book value of purchased bikes plus the remaining £1,623 of unspent funds.

The Co-op in Evercreech is supporting the purchase/replacement of the defibrillators used at festivals. In 2019 £1,876 was spent on defibrillators of which £1,042 was funded by the Co-op funds. The reserve balance represents the net book value of the assets purchased with restricted funds.

Represented by:

	Unrestricted Funds £	Restricted Funds £
Fixed Assets	29,982	2,490
Stock	5,000	-
Debtors and Prepayments	9,086	-
Cash at bank and in hand	303,959	1,623
Creditors	(5,449)	-
At 31 October 2020	342,578	4,113

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

16 RELATED PARTY DISCLOSURES

There were no related party transactions during the year (2020: None).

17 OPERATING LEASE

Festival Medical Services is due to pay the following future minimum lease payments under non-cancellable operating leases for which it is leasing, for each of the following periods:

	2021 £	2020 £
Payments:		
Within one year:	-	2,495
Due in one to five years:	-	-
	<hr/>	<hr/>
	-	2,495
	<hr/>	<hr/>

The Charity has an operating lease on two rental units. It is a 3 year lease which expired on 1 January 2021.

18 POST BALANCE SHEET EVENTS

Since the year end the charity has had an offer of £200,000 accepted on a property.

19 PRIOR YEAR ADJUSTMENT

Income classification

The prior year comparatives have been restated to reflect a correction to the classification of income. Income from grants and donations was £83,867 of which £15,787 was Coronavirus Job Retention Scheme. This amount has been reclassified as income from charitable activities in accordance with recommendations from the SORP Committee. There is no net impact on total income of this adjustment.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2021 – Continued

20 STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 OCTOBER 2020

	Restricted Funds	Unrestricted Funds	Total Funds
	£	£	2020 £
Income			
Donations and Grants	-	31,192	31,192
Income and Other Trading Activities	-	2,271	2,271
Income from Charitable Activities	-	14,505	14,505
Other Income	-	2,869	2,869
Investment Income	-	1,672	1,672
	<hr/>	<hr/>	<hr/>
TOTAL INCOME	-	52,509	52,509
	<hr/>	<hr/>	<hr/>
Expenditure			
Costs of Raising Funds			
Festival tickets	-	-	-
Merchandise	-	2,101	2,101
Expenditure on Charitable Activities	857	158,860	159,717
	<hr/>	<hr/>	<hr/>
TOTAL EXPENDITURE	857	160,961	161,818
	<hr/>	<hr/>	<hr/>
Net income for the year	(857)	(108,452)	(109,309)
 Reconciliation of funds:			
Total funds brought forward	4,970	451,030	456,000
	<hr/>	<hr/>	<hr/>
Total funds carried forward	4,113	342,578	346,691
	<hr/>	<hr/>	<hr/>