



A Trustees' Annual Report for the period

From 1st April 2023 To 31st March 2024

Charity name: Gillingham Area Voluntary Car Link Scheme

Charity registration number: 1138732

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	The objects of the organisation are to provide transport facilities in Gillingham, Dorset and the surrounding SP8 area for people who have special need of such facilities because they are elderly, poor or disabled, people with young children or those living in isolated areas where there are no adequate public transport facilities
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	The main activity is to provide transport for clients to hospitals, doctor's surgeries, dentists, and other medical facilities. Transport is provided by volunteer drivers using their own vehicles. Activities are managed by volunteer coordinators working from their own homes.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The trustees are aware of the guidance on public benefit issued by the Charity Commission.
Contribution made by volunteers	<p>The volunteer drivers collect the clients from their homes, drive them to the medical facility, wait while the treatment is completed and then return the clients to their homes. The waiting time for hospital appointments can often be several hours.</p> <p>Volunteer coordinators receive the transport requests from the clients by telephone and then allocate the jobs to the pool of volunteer drivers. They then notify the client of the pick-up time and the name of the allocated driver. We are processing more than 100 journeys per month.</p>

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>During the year we conducted 1301 journeys covering 44,599 miles and served more than 130 clients. The average journey was more than a 30 miles round trip with some of more than 100 miles. Without our services the clients would have to use commercial taxi services which most of them could not afford, or fall back on public transport, which is unreliable and, in many cases, non-existent.</p> <p>The NHS benefitted extensively from our services with patients arriving on-time for appointments and avoiding more demand for the already restricted and stretched hospital transport services.</p>
<p>Achievements against objectives set</p>	<p>Our primary objective is to provide the required transport for each request we receive. We are occasionally unable to do this due to either short notice or a lack of available drivers, but we are successful in more than 99% of cases.</p>

Financial Review

Review of the charity's financial position at the end of the period	The bank balance at year end stands at £26,728.15
Statement explaining the policy for holding reserves stating why they are held	We wish to reduce the reserves to approximately £15,000 which the trustees believe is appropriate for our needs. We plan to do this over several years by adjusting the recommended donations that we suggest for each journey destination.
Amount of reserves held	£26,728.15
Reasons for holding zero reserves	Not applicable
Details of fund materially in deficit	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	

The charity's principal sources of funds (including any fundraising)	Almost all funding is in the form of donations from the clients who use the scheme. Only 2% of funding comes from other donations and grants. We provide a suggested donation amount for each journey but is up to the client to decide how much to donate.
A description of the principal risks facing the charity	The charity is entirely dependent on volunteer drivers and coordinators to provide the services. Finding enough of these to cover the workload is a major challenge and the Trustees are very focussed on recruitment.
Other	Due to a shortage of volunteer co-ordinators, we used a paid co-ordinator starting in August 2023. Although this arrangement worked reasonably well some problems were encountered and the co-ordinator left in February 2024. We have now reverted to using volunteers for the co-ordinator role. The cost of the paid co-ordinator was £7,000 which is reported in the attached accounts.

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document	The Charity has a constitution which was last updated on June 3 rd 2014.
How is the charity constituted?	Unincorporated charitable association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Trustees are appointed for a period of 3 years after which they may stand for re-election at the Annual General Meeting.

Reference and Administrative details

Charity name	Gillingham Area Voluntary Car Link Scheme
Other name the charity uses	
Registered charity number	1138732
Charity's principal address	c/o Firlie House, Dolphin Lane, Gillingham, Dorset SP8 4HQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robert Wellen	Chair	25/08/2023 – 31/03/2024	
	Norman Locke	Vice-Chair & Principal Co-ordinator		
2	Martin Wingrove	Treasurer & volunteer driver		
3	Pauline Avery	Assistant Treasurer & Client Support Officer		
4	Philip Walker	Volunteer Support Officer		
5	Suzan Walker	Publicity Officer		
6	Peter Hurst	Secretary & volunteer driver		
7				
8				

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Auditor	Mr T Kingsmill	20 Barleyfields, Gillingham, Dorset SP8 4UN

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

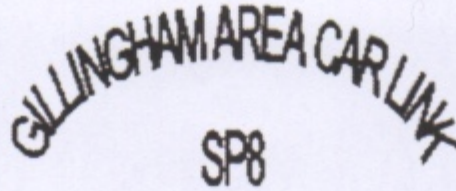
Peter Hurst

Position (eg Secretary,
Chair, etc)

Secretary

Date

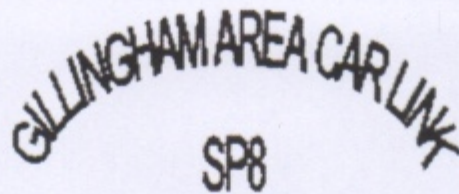
03/11/2024



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

Gillingham Area Voluntary Car Link Scheme

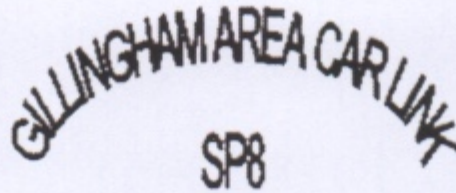
**Financial Statements
For Year ending 31 March 2024**



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

Contents:

Independent Examiner's Certificate	Page 1
Statement of Affairs	Page 2
Income and Expenditure Account	Page 3
Notes to Financial Statements	Page 4



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

Page 1 of 4

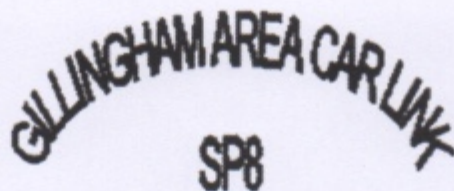
Independent Examiner's Certificate

I have examined the books, accounts and financial documents supplied to me by Gillingham Voluntary Car Link Scheme

Given this, the attached Financial Statements reflect the financial activities of the scheme's operations for the year ending 31st March 2024

Signed: *TR Kingwell*
ACMA CGMA

Date: 24/10/24



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

Page 2 of 4

Gillingham Area Voluntary Car Link Scheme

Statement of Affairs as of March 31st 2024

	2024	2023
Current Assets & Debtors		
• Cash at Lloyds Bank Gillingham CL Account 1	23,120.70	19,624.58
• Cash at Lloyds Bank Gillingham CL Account 2	319.76	111.75
• Reserves held at Wyvern Savings and Loans	0	12,000.00
• HMRC Gift Aid (Paid Apr 2024)	3,287.69	2,919.94
Current Liabilities		
• Sundry Creditors	0.00	0.00
Net Current Assets	26,728.15	34,656.27
Accumulated Funds		
Balance April 1, 2023	34,656.27	39,884.70
Gain/Loss year to March 31st	-7,928.12	-5,228.43
Balance at March 31st	26,728.15	34,656.27

Chair: R. S. weu

Treasurer: [Signature]



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

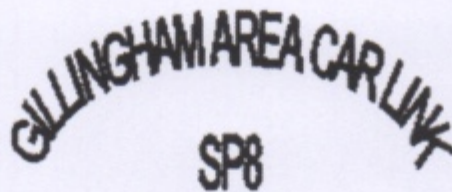
Page 3 of 4

Income & Expenditure Account for Year Ending March 31st 2024

	Notes	2024	2023	
Income				
Grants - Specific		0.00	0.00	
Donations				
Scheme Users	j	21,986.35	16,868.10	
Sundry Income	a, b, c, d	480.00	254.00	
Gift Aid		3,287.69	2,919.94	
Total Income		25,754.04	20,042.04	
Expenditure:				
Administrative Mileage		44.20	0.00	
Insurance		345.60	204.62	
Mileage Expenses – Volunteer Drivers		22,152.65	19,708.68	
Other Expenses – Volunteer Drivers		776.30	1,249.90	
Postage & Delivery		157.54	173.58	
Telephone (and new telephone)		1,036.74	1,642.39	
Paid Coordinator	j	7,000.00	-	
Printing & Rep		514.32	274.48	
Office Supplies		503.73	162.87	
Publicity		618.99	782.00	
Sundry Expenses	e, f, g, h	532.09	1071.95	
Total Expenditure		33,682.16	25,270.47	
Excess of Income over Expenditure				
Excess of Expenditure over Income		7,928.12	5,228.43	

Chair: R. S. Weller

Treasurer: [Signature]



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

Page 4 of 4

Gillingham Area Voluntary Car Link Scheme

Notes to the Financial Statement for year ended 31st March 2024

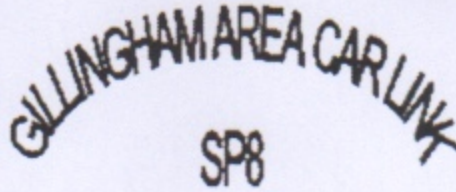
Sundry Income: £480

a:	Charity Donation (Strood)	50.00
b:	Charity Donation (Masonic Lodge)	150.00
c:	Charity Donation (Pogson)	30.00
d:	Grant from 3 Rivers Partnership	250.00

Sundry Expenses: £532.09

e:	M. Hebditch Leaving Donation	50.00
f:	Coordinator Laptop Replacement	239.99
g:	Xmas Lunch costs	182.10
h:	Gillingham Carnival Committee	60.00

j: Due to a shortage of volunteers, a paid coordinator was engaged from Sep 2023 to Feb 2024. This necessitated an increase in recommended donations.



Gillingham Area Voluntary Car Link Scheme
c/o Jonquilla, Wyke Rd, Gillingham, Dorset SP8
Reg. Charity number 1138732
www.gillinghamcarlink.org.uk

Page 1 of 4

Independent Examiner's Certificate

I have examined the books, accounts and financial documents supplied to me by Gillingham Voluntary Car Link Scheme

Given this, the attached Financial Statements reflect the financial activities of the scheme's operations for the year ending 31st March 2024

Signed: *R Kingmill*
ACMA CGMA

Date: 24/10/24