

Charity registration number: 1140165

Cornwall Blood Bikes

Annual Report and Financial Statements
for the Year Ended 31 December 2020

Cornwall Blood Bikes

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Cornwall Blood Bikes

Reference and Administrative Details

Chair as of 3 May 2020	Claire Jayne Penlerick
Trustees	Claire Jayne Penlerick Chris Polawski Lee Allen Stephan Mellows (resigned 27 January 2021) Paul Thomas Andrew Bellamy James Forder (resigned 3 September 2020) John Penlerick Sylvia Cookman, Treasurer (appointed 12 February 2020) Richard Taylor (resigned 25 April 2020) Mark Holroyd, Vice Chair from 11 June 2020 (resigned 27 January 2021) Ian Butler (appointed 8 February 2021) Stephen Mason (appointed 3 February 2021) Brandan Hale (appointed 3 February 2021) Tim Cookman (appointed 3 February 2021) Ian Prout (appointed 23 June 2021)
Secretary	Chris Polawski
Principal Office	Gwendra Newbridge Penzance Cornwall TR20 8PH
Charity Registration Number	1140165
Independent Examiner	Crane & Johnston C&J Ltd Chartered Certified Accountant 11 Alverton Terrace Penzance Cornwall TR18 4JH

Cornwall Blood Bikes

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2020.

Objectives and activities

Objects and aims

The organisation is established for the following objects primarily but not exclusively in Cornwall, Devon and Somerset.

- 1) To relieve sickness and protect health by the provision of transport of urgently needed blood, drugs, human tissues and other medical requirements between hospitals, clinics, laboratories, doctors, or other such places as the trustees deem fit.
- 2) To advance the public's education in issues relating to motorcycle safety.

The purpose of Cornwall Blood Bikes is to provide an out of hours delivery service to transport items of a medical nature to locations in the operational area as defined from time to time by the Executive Committee.

In addition, the charity aims to encourage safe riding practices both within and without the Charity and to promote a positive image of motorcycling to the general public.

Cornwall Blood Bikes

Trustees' Report

Objectives, strategies and activities

Ensuring we meet our aims

Cornwall Blood Bikes continue to provide a free delivery service by mutual agreement during Cornwall Blood Bike's normal operating hours to our NHS partners. The purpose of the service will be to transport human blood and pathology samples, any 'Point of Care Testing' (POCT) such as pathology swabs, medication, equipment, medical records, breast milk and consumables and any other agreed medical items between CAAT sites and any other agreed sites within Cornwall and beyond the county by arrangement (such as to Royal Cornwall Hospital, to Derriford Hospital, to Cornwall Air Ambulance Trust and Cornwall Hospice Care sites).

This assists in patient treatment and saves the NHS money that would otherwise be spent on private couriers. 2020 saw many challenges for the Charity as our service grew and we took on new projects. Cornwall Blood Bikes carried out 5,853 operational jobs and covered 229,463 operational miles. A large increase from 2019 which saw 100,229 miles and 3,397 operational jobs.

On 17th March 2020 Cornwall Blood Bikes launched its '24/7' service in response to supporting our NHS partners in their most challenging of times which continued until the 22nd September 2020.

We incorporated into our work the collection and deliver of suspect COVID-19 swabs including dedicated collections from COVID-19 testing sites as well as new regular collections from the community and the Kernow East Primary Care Group surgeries.

The 6th April 2020 marked 5 years of operating as Cornwall Blood Bikes, where in that time we completed 11,100 operational jobs and 791,258 operational miles.

The COVID-19 crisis saw over 165 fundraising events cancelled and all efforts for public fundraising restricted.

On 1st December 2020 we saw the launch of the 'Blood on Board' project working in partnership with Cornwall Air Ambulance and the Royal Cornwall Hospital Trust. All the volunteers at Cornwall Blood Bikes are immensely proud to be supplying Blood on Board to Cornwall Air Ambulance and to be part of this project which will assist with better patient outcomes for the people of Cornwall and the Isles of Scilly.

This year has been the Charity's most challenging year to date on all levels, but back in March we were confronted with the chaos of a pandemic taking over the world and our life as we knew it changed forever. The seasons have changed and throughout it all Cornwall Blood Bikes have continued to provide an outstanding professional and dedicated service to our NHS Partners riding in all winds and weathers, day and night.

The public of Cornwall has been beside us for every mile of our journey and we were honoured to have received recognition for our work from Her Majesty the Queen's Representative the Lord Lieutenant of Cornwall.

Cornwall Blood Bikes is run entirely by volunteers for the benefit of anyone who needs us. The riders give their time freely, as do our coordinators, trustees and committee members. Apart from two shipping containers used for storage we have no premises nor do we have paid staff or fund raisers. All the money raised goes into providing the service and keeping our fleet on the road. Without the selfless dedication of these volunteers, we would not be as successful as we are.

Cornwall Blood Bikes

Trustees' Report

Public benefit

In planning and carrying out our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our Trustee and Executive meetings.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Financial review

Total income for 2020 amounted to £108,598 (£123,924 - 2019), a decrease of £15,326. The total expenditure for 2020 was £112,065 (£94,870 - 2019) an increase of £17,195 which relates to the continued increase in the fleet activity. Overall, the charity had a deficit of £3,467 for the year ending 31 December 2020.

Policy on reserves

The trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be at least its total annual running costs. The reserves are needed to meet the working capital requirements of the charity and the trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

Plans for future periods

Aims and key objectives for future periods

Our support amongst the Cornish Community remains strong, attracting funding to enable us to continue our activities. We will continue to seek opportunities to raise the profile of the charity and to hold sufficient reserves to allow us to survive in the medium term. Likewise, we will continue to recruit volunteers to maintain and increase the number of bike riders we require.

Structure, governance and management

Nature of governing document

Cornwall Blood Bikes is a member of the National Association of Blood Bikes, an organisation set up to ensure that standards across groups are maintained. The charity is governed by its constitution, as amended on 23 January 2019.

Recruitment and appointment of trustees

When recruiting for new Trustees, the Board review skills and expertise and identify any gaps which may need to be filled by new Trustees and advertise accordingly.

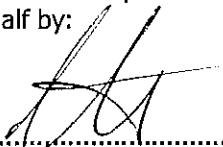
Cornwall Blood Bikes

Trustees' Report

Induction and training of trustees

Prospective trustees are required to read and comply with all requirements laid down by the Charity Commission including understanding the Essential Requirements of Trustees, our constitution and business plans.

The annual report was approved by the trustees of the charity on 22/01/2021 and signed on its behalf by:


.....
Chris Polawski
Secretary and Trustee

Cornwall Blood Bikes

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities 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 charity and of the incoming resources and application of resources of the charity 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 judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Cornwall Blood Bikes

Independent Examiner's Report to the trustees of Cornwall Blood Bikes

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 8 to 18.

Respective responsibilities of trustees and examiner

As the charity's trustees of Cornwall Blood Bikes you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Cornwall Blood Bikes's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of Cornwall Blood Bikes as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
Neil Ainsley Hallam FCCA
Chartered Certified Accountant
Crane & Johnston

11 Alverton Terrace
Penzance
Cornwall
TR18 4JH

28 September 2021

Cornwall Blood Bikes

Statement of Financial Activities (including Income and Expenditure Account) for the Year Ended 31 December 2020

	Note	Unrestricted £	Total 2020 £	Total 2019 £
Income and Endowments from:				
Donations and legacies		108,472	108,472	123,712
Investment income	3	<u>126</u>	<u>126</u>	<u>212</u>
Total income		<u>108,598</u>	<u>108,598</u>	<u>123,924</u>
Expenditure on:				
Raising funds		(691)	(691)	(1,119)
Charitable activities		<u>(112,153)</u>	<u>(112,153)</u>	<u>(93,751)</u>
Total expenditure		<u>(112,844)</u>	<u>(112,844)</u>	<u>(94,870)</u>
Net movement in funds		(4,246)	(4,246)	29,054
Reconciliation of funds				
Total funds brought forward		<u>193,946</u>	<u>193,946</u>	<u>164,892</u>
Total funds carried forward	15	<u><u>189,700</u></u>	<u><u>189,700</u></u>	<u><u>193,946</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

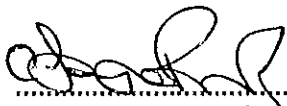
The funds breakdown for 2019 is shown in note 15.

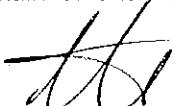
Cornwall Blood Bikes

(Registration number: 1140165) Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	11	36,629	47,995
Current assets			
Debtors	12	21,008	14,092
Cash at bank and in hand	13	<u>137,536</u>	<u>149,247</u>
		158,544	163,339
Creditors: Amounts falling due within one year	14	<u>(5,473)</u>	<u>(17,388)</u>
Net current assets		<u>153,071</u>	<u>145,951</u>
Net assets		<u>189,700</u>	<u>193,946</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>189,700</u>	<u>193,946</u>
Total funds	15	<u>189,700</u>	<u>193,946</u>

22/12/2021 The financial statements on pages 8 to 18 were approved by the trustees, and authorised for issue on and signed on their behalf by:


 Claire Jayne Penlerick
 Chairman and Trustee


 Chris Polawski
 Secretary and Trustee

The notes on pages 10 to 18 form an integral part of these financial statements.

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

1 Accounting policies

Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Cornwall Blood Bikes meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

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

Income and endowments

Voluntary Income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services 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.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including the costs of the preparation and examination of the statutory accounts, strategic management and trustee's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor Vehicles	25% per annum straight line basis
Office equipment	33% per annum straight line basis

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

2 Income from donations and legacies

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Donations and legacies;			
Donations - including Street & Supermarket collections	<u>108,472</u>	<u>108,472</u>	<u>123,712</u>
	<u>108,472</u>	<u>108,472</u>	<u>123,712</u>

3 Investment income

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>126</u>	<u>126</u>	<u>212</u>

4 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Allocated support costs	<u>691</u>	<u>691</u>	<u>1,119</u>

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

5 Expenditure on charitable activities

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Vehicle Related Equipment	859	859	1,449
Repairs and maintenance	265	265	2,923
IT & Communications	4,546	4,546	1,494
Printing, postage and stationery	1,034	1,034	1,967
Motor expenses	71,864	71,864	60,059
Cleaning and consumables	989	989	-
Depreciation of motor vehicles	27,039	27,039	23,144
(Profit)/loss on sale of tangible fixed assets held for charity's own use	-	-	(1,419)
Governance costs	5,557	5,557	4,134
	<u>112,153</u>	<u>112,153</u>	<u>93,751</u>

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Independent examiner fees			
Examination of the financial statements	1,200	1,200	1,770
Other fees paid to examiners	2,480	2,480	-
Depreciation, amortisation and other similar costs	392	392	271
Other governance costs	1,485	1,485	2,093
	<u>5,557</u>	<u>5,557</u>	<u>4,134</u>

7 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	<u>27,431</u>	<u>23,415</u>

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

8 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Claire Jayne Penlerick

£42 (2019: £26) of expenses were reimbursed to Claire Jayne Penlerick during the year.

Chris Polawski

£158 (2019: £152) of expenses were reimbursed to Chris Polawski during the year.

Richard Taylor

£91 (2019: £172) of expenses were reimbursed to Richard Taylor during the year.

Sylvia Cookman

£14 (2019: £8) of expenses were reimbursed to Sylvia Cookman during the year.

Four trustees were reimbursed mileage costs during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

9 Independent examiner's remuneration

	2020 £	2019 £
Examination of the financial statements	<u>1,200</u>	<u>1,770</u>
Other fees to examiners		
All other services	<u>2,480</u>	<u>-</u>

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Total £
Cost			
At 1 January 2020	820	104,720	105,540
Additions	<u>485</u>	<u>15,580</u>	<u>16,065</u>
At 31 December 2020	<u>1,305</u>	<u>120,300</u>	<u>121,605</u>

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

	Furniture and equipment £	Motor vehicles £	Total £
Depreciation			
At 1 January 2020	367	57,178	57,545
Charge for the year	<u>392</u>	<u>27,039</u>	<u>27,431</u>
At 31 December 2020	<u>759</u>	<u>84,217</u>	<u>84,976</u>
Net book value			
At 31 December 2020	<u>546</u>	<u>36,083</u>	<u>36,629</u>
At 31 December 2019	<u>453</u>	<u>47,542</u>	<u>47,995</u>

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

12 Debtors

	2020 £	2019 £
Prepayments	4,547	3,182
Other debtors	<u>16,461</u>	<u>10,910</u>
	<u>21,008</u>	<u>14,092</u>

13 Cash and cash equivalents

	2020 £	2019 £
Cash at bank	<u>137,536</u>	<u>149,247</u>

14 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	853	14,801
Accruals	<u>4,620</u>	<u>2,587</u>
	<u>5,473</u>	<u>17,388</u>

15 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Balance at 31 December 2020 £
Unrestricted funds				
General	<u>193,946</u>	<u>108,598</u>	<u>(112,844)</u>	<u>189,700</u>
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Balance at 31 December 2019 £
Unrestricted funds				
General	<u>164,892</u>	<u>123,924</u>	<u>(94,870)</u>	<u>193,946</u>

Cornwall Blood Bikes

Notes to the Financial Statements for the Year Ended 31 December 2020

16 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 December 2020 £
Tangible fixed assets	36,629	36,629
Current assets	158,544	158,544
Current liabilities	<u>(5,473)</u>	<u>(5,473)</u>
Total net assets	<u>189,700</u>	<u>189,700</u>
	Unrestricted funds General £	Total funds at 31 December 2019 £
Tangible fixed assets	47,995	47,995
Current assets	163,339	163,339
Current liabilities	<u>(17,388)</u>	<u>(17,388)</u>
Total net assets	<u>193,946</u>	<u>193,946</u>

17 Related party transactions

There were no related party transactions in the year.

18 Members' liability

The organisation is an unincorporated association and as such its members can be held liable for any of the association's obligations and debts on closure. A liability insurance has been taken out to cover its members.

19 Controlling entity

The trustees of the Charity have day to day control over activities.

However, they are subject to the decisions taken by members at general meetings. There are currently 61 volunteer members.