



**NORTH WEST BLOOD BIKES LANCS AND LAKES**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31<sup>ST</sup> MARCH 2021**

Ainsworths Limited  
Chartered Accountants  
Charter House  
Stansfield Street  
Nelson  
Lancashire  
BB9 9XY



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**NORTH WEST BLOOD BIKES LANCS AND LAKES**

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**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

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## **NORTH WEST BLOOD BIKES LANCS AND LAKES**

### **TRUSTEES' REPORT** **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

The trustees present their annual report and the unaudited financial statements of the charity for the year ended 31<sup>st</sup> March 2021.

The financial statements comply with the Charities Act 2011 and 'Reporting by Charities: Statement of Recommended Practice' applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2015) – (Charities SORP (FRS 102)).

#### **LEGAL AND ADMINISTRATIVE DETAILS**

##### **Registered charity number**

1147282

##### **Registered address**

North West Blood Bikes Lancs and Lakes  
Unit 5  
Momentum Place  
Momentum Business Park  
Bamber Bridge  
Preston  
PR5 6EF

##### **Trustees and key management personnel**

The trustees who served during the year were as follows:

A Gilroy : H Williams : G Miller : P Brooks : G Jones : S Miller : S Hanson

Changes in trustees since the end of the year were as follows:

Mr Scott Miller – Resigned 9<sup>th</sup> April 2020  
Mr Simon Hanson – Resigned 3<sup>rd</sup> July 2020  
Mr Graham Jones – Resigned 22<sup>nd</sup> April 2021  
Mr Paul Brooks – Resigned 22<sup>nd</sup> April 2021  
Oliver John Steele – Appointed 24<sup>th</sup> October 2021  
Mr Colin Greene – Appointed 24<sup>th</sup> October 2021  
Mr Adam Dennett – Appointed 24<sup>th</sup> October 2021  
Mr Katherine Anne O'Connor MBE – Appointed 24<sup>th</sup> October 2021

##### **Independent examiner**

Ian Dugmore ACA  
Ainsworths Limited  
Chartered Accountants  
Charter House  
Stansfield Street  
Nelson  
Lancashire  
BB9 9XY

##### **Bankers**

HSBC Bank Plc  
49A Fishergate  
Preston  
Lancashire  
PR1 8BH



## **NORTH WEST BLOOD BIKES LANCS AND LAKES**

### **TRUSTEES' REPORT (CONTINUED)** **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

#### **Constitution**

The organisation is a regulated charity operated under the rules of its Constitution dated August 2020. The management of the charity is the responsibility of the Trustees who are elected under the terms of the trust deed.

#### **Organisational structure**

The Board consisted of five trustees at the year end and is responsible for key policy decisions and the effective governance of the organisation overall. The Committee takes care of the day to day running and legal requirements of the charity and the Members meet for a general meeting twice every year to discuss the direction and progression of the charity, especially projects and how they are benefitting the community. All projects and events are organised and taken into the community by volunteers who report back to the trustees on a regular basis. All members are subject to the overall jurisdiction of the Committee and the Committee's interpretation of these rules.

#### **Recruitment and appointment of new board members**

Trustees are appointed to reflect the skills required to support the Board and its range of activities. Five to seven Trustees will form the Executive Committee and be elected by the Committee to the Board either through volunteers or people they have met whilst working in the community. Such recruitment is based on their individual skills and empathy for the subject. The Board provides appointees with a full orientation on the services provided, the decision-making processes of the charity and the roles and responsibilities of a trustee, including their legal obligations under applicable laws.

#### **Risk management**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to ensure that regular reports are produced and that necessary steps can be taken to address any issues arising.

#### **Principal activities and objectives**

To provide a free, but out of hours transport service to local NHS hospitals by carrying urgent and emergency blood, platelets, samples, donor breast milk, patient notes, theatre equipment, etc. In fact, anything that can be safely carried by motorcycle between hospitals that is urgently required. This service is provided primarily, but not exclusively, in the North West region of England.

#### **Public benefit**

In setting out the charity's objectives and planning of activities the trustees have given careful consideration to the Charity Commission's general guidance and section 17(5) of the Charities Act 2011. The trustees are confident that the charity offers services of real and practical use to the local population and therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

#### **Review of the work of the charity in 2020/21**

The charity commenced operations in May 2012 and will celebrate ten years of operation in 2022.

As at the end of March 2021, the charity had completed 95,962 successful call outs since its inception. The numbers of calls to the charity have increased and in the twelve months to 31 March 2021 the charity successfully completed 16,327 call outs (2020: 15,496). Throughout 2020/2021 the Covid-19 pandemic significantly impacted the work of the charity with the transport of the Covid-19 samples. The major negative impact has been the inability to fundraise in the normal way or to recruit new volunteers.

On 10<sup>th</sup> August 2021 the charity completed its 100,000<sup>th</sup> run for the NHS

All our 400 volunteers are dedicated to helping the hospitals in and beyond our catchment area of 3,000 square miles, covering Lancashire and the South Lakes. We are the busiest and largest Blood Bike group in the United Kingdom.

**In the year ended 31/3/2021 we saved the NHS approximately £974,000 (2019/2020 was approx £870,000).**



## NORTH WEST BLOOD BIKES LANCS AND LAKES

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

It has been noted that fundraising was down by 50% on the previous year and significant legal expenses have added to the losses. We are not expecting major legal expenses in financial year 2021/22.

#### **Financial review**

The accounts for the year ended 31 March 2021 are appended herewith. There were net outgoing resources for the year of £77,960 (2020: outgoing resources £12,737). Of this amount, £77,960 was unrestricted and £nil was restricted.

#### **Reserves**

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at levels which equate to an excess of its projected needs for the forthcoming year, thereby providing sufficient funds to cover management, administration and support costs and enable the ongoing development of projects. The trustees believe the net asset position is sufficient to satisfy such requirements although these levels of free reserves are reviewed on a regular basis.

#### **Statement of trustees' responsibilities**

The trustees are responsible for preparing the Report of the Trustees 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).

The Law applicable to charities in England & Wales 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 sufficient 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 Charity (Accounts and Reports) Regulations 2008* and the provisions of the trust deed. They 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.

#### **Charity requirements**

This report has been prepared in accordance with requirements set down by the SORP (FRSSE) 2015.

Date: 11<sup>th</sup> January 2022



Graham Miller - Trustee

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF**  
**NORTH WEST BLOOD BIKES LANCS AND LAKES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

I report on the accounts of the charitable organisation for the year ended 31<sup>st</sup> March 2021, which are set out on pages 5 to 10.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011; and
- state whether any particular matters have come to my attention.

**Basis of independent examiner's statement**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep proper accounting records in accordance with section 130 of the Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act 2011
 have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Ian Dugmore ACA  
 Ainsworths Limited  
 Chartered Accountants  
 Charter House  
 Stansfield Street  
 NELSON  
 BB9 9XY

Date: 11<sup>th</sup> January 2022



**NORTH WEST BLOOD BIKES LANCS AND LAKES**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

|                                                       | Notes | 2021                  | 2020                  |
|-------------------------------------------------------|-------|-----------------------|-----------------------|
|                                                       |       | £                     | £                     |
| <b>Incoming resources</b>                             |       |                       |                       |
| Charitable activities                                 | 2     | <u>83,092</u>         | <u>169,102</u>        |
| <b>Total incoming resources</b>                       |       | <b>83,092</b>         | <b>169,102</b>        |
| <b>Resources expended</b>                             |       |                       |                       |
| Charitable activities                                 | 3     | <u>160,352</u>        | <u>181,189</u>        |
| Governance costs                                      | 4     | <u>700</u>            | <u>650</u>            |
| <b>Total resources expended</b>                       |       | <b><u>161,052</u></b> | <b><u>181,838</u></b> |
| <b>Net (outgoing)/incoming resources for the year</b> |       | <b>(77,960)</b>       | <b>(12,737)</b>       |
| Fund balance brought forward at beginning of year     |       | <u>309,042</u>        | <u>321,779</u>        |
| <b>Fund balance carried forward at end of year</b>    |       | <b><u>231,082</u></b> | <b><u>309,042</u></b> |

All of the above movements in funds are of unrestricted funds.

There are no other recognised gains or losses for the year other than in the Statement of Financial Activities.



**NORTH WEST BLOOD BIKES LANCS AND LAKES**  
**BALANCE SHEET**  
**AS AT 31<sup>ST</sup> MARCH 2021**

|                                 | Notes | 31.03.21       | 31.03.20       |
|---------------------------------|-------|----------------|----------------|
|                                 |       | £              | £              |
| <b>FIXED ASSETS</b>             |       |                |                |
| Tangible assets                 | 6     | 89,604         | 111,709        |
| <b>CURRENT ASSETS</b>           |       |                |                |
| Debtors and prepayments         | 7     | 11,170         | 2,345          |
| Cash at bank                    |       | 131,716        | 189,539        |
| Cash in hand                    |       | 300            | 230            |
| Stock                           |       | 2,155          | -              |
| VAT                             |       | 5,877          | 7,592          |
|                                 |       | <u>151,218</u> | <u>199,706</u> |
| <b>CURRENT LIABILITIES</b>      |       |                |                |
| Creditors and accruals          | 8     | <u>9,740</u>   | <u>2,373</u>   |
|                                 |       | 141,478        | 197,333        |
| <b>NET ASSETS</b>               |       | <u>231,082</u> | <u>309,042</u> |
| <b>The funds of the charity</b> |       |                |                |
| Unrestricted income funds       | 9     | <u>231,082</u> | <u>309,042</u> |

Approved by the Board of trustees on 11<sup>th</sup> January 2022 and signed on its behalf by:



Graham Miller - Trustee

## NORTH WEST BLOOD BIKES LANCS AND LAKES

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

#### 1. **Basis of preparation**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16<sup>th</sup> July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and United Kingdom Generally Accepted Practice as it applies from 1<sup>st</sup> January 2015.

North West Blood Bikes Lancs & Lakes 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 note(s).

#### **Income**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income from donations, legacies, fundraising and similar incoming resources are included in the period in which they are receivable. Any income received for specific purpose would be accounted for as restricted funds when receivable.

#### **Cash flow**

The charity is exempt from the requirement to prepare a cash flow statement as it qualifies as a small entity.

#### **Expenditure**

Expenditure is accounted for on an accruals basis (inclusive of attributable value added tax which cannot be recovered) and has been classified under the principal categories related to the cost.

Costs allocated to activities in the furtherance of the charity's objects are those directly associated with achieving the charity's goals. Support costs are those incurred in connection with the management of the company's assets, organisational administration and compliance with constitutional and statutory requirements.

#### **Tangible Fixed Assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

|                     |                                   |
|---------------------|-----------------------------------|
| Motor vehicles      | - 30% on a reducing balance basis |
| Plant and equipment | - 25% on a reducing balance basis |

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the general activities of the charity. Surplus funds can be allocated to restricted projects if the trustees believe they are required.

Restricted funds are funds subject to specific restriction imposed by the donors for the purpose of any appeal in which the funds are raised and can only be used for particular purpose within the objects of the charity.

#### **Taxation**

The organisation is a charity and is therefore exempt from Income Tax and Corporation Tax under the provisions of Section 505(1) of the Income and Corporation Taxes Act 1988.

#### **Irrecoverable VAT**

Irrecoverable VAT is accounted for in the expenditure category under which the costs are incurred.

**NORTH WEST BLOOD BIKES LANCS AND LAKES**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

|    |                                                      |                |                |
|----|------------------------------------------------------|----------------|----------------|
| 2. | <b>Incoming resources from charitable activities</b> | <b>2021</b>    | <b>2020</b>    |
|    |                                                      | £              | £              |
|    | Donations                                            | 80,246         | 159,973        |
|    | Sales                                                | 1,871          | 4,227          |
|    | Miscellaneous                                        | -              | 3,788          |
|    | Membership fees                                      | 920            | 927            |
|    | Bank interest receivable                             | 55             | 187            |
|    |                                                      | <u>83,092</u>  | <u>169,102</u> |
| 3. | <b>Charitable activities</b>                         | <b>2021</b>    | <b>2020</b>    |
|    |                                                      | £              | £              |
|    | Unit expenses                                        | 9,586          | 8,270          |
|    | Postage and stationery                               | 528            | 928            |
|    | Motor expenses                                       | 38,218         | 45,977         |
|    | Insurance                                            | 13,962         | 16,885         |
|    | Phone                                                | 601            | 1,758          |
|    | Fund raising expenses                                | 100            | 14,095         |
|    | Personal protective equipment                        | 1,065          | 16,200         |
|    | Depreciation                                         | 34,272         | 44,277         |
|    | (Profit)/Loss on sale of motor vehicle               | 1,309          | (1,976)        |
|    | Bank charges                                         | -              | 1,010          |
|    | Legal and professional                               | 57,018         | 27,941         |
|    | Miscellaneous                                        | 2,403          | 5,824          |
|    | Subscriptions                                        | 1,290          | -              |
|    |                                                      | <u>160,352</u> | <u>181,189</u> |
| 4. | <b>Governance costs</b>                              | <b>2021</b>    | <b>2020</b>    |
|    |                                                      | £              | £              |
|    | Accountancy                                          | <u>700</u>     | <u>650</u>     |
| 5. | <b>Trustee's remuneration</b>                        | <b>2021</b>    | <b>2020</b>    |
|    | <i>Expenses:</i>                                     | £              | £              |
|    | P Brooks                                             | -              | 278            |

The trustees have received no remuneration this year. However, they were reimbursed for some motor expense and fuel claims during the prior year. These are as above.



**NORTH WEST BLOOD BIKES LANCS AND LAKES**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

6. **Tangible fixed assets**

|                                | <b>Motor<br/>Vehicles</b> | <b>Plant &amp;<br/>Machinery</b> | <b>Totals</b>  |
|--------------------------------|---------------------------|----------------------------------|----------------|
|                                | <b>£</b>                  | <b>£</b>                         | <b>£</b>       |
| <b>COST</b>                    |                           |                                  |                |
| At 1 <sup>st</sup> April 2020  | 174,577                   | 34,267                           | 208,844        |
| Additions                      | 22,017                    | -                                | 22,017         |
| Disposals                      | (19,634)                  | (4,170)                          | (23,804)       |
| At 31 <sup>st</sup> March 2021 | <u>176,960</u>            | <u>30,097</u>                    | <u>207,057</u> |
| <b>DEPRECIATION</b>            |                           |                                  |                |
| At 1 <sup>st</sup> April 2020  | 81,804                    | 15,331                           | 97,135         |
| Charge for the year            | 30,263                    | 4,009                            | 34,272         |
| Eliminated on disposal         | (12,689)                  | (1,265)                          | (13,954)       |
| At 31 <sup>st</sup> March 2021 | <u>99,378</u>             | <u>18,075</u>                    | <u>117,453</u> |
| <b>NET BOOK VALUE</b>          |                           |                                  |                |
| At 31 <sup>st</sup> March 2021 | <u>77,582</u>             | <u>12,022</u>                    | <u>89,604</u>  |
| At 31 <sup>st</sup> March 2020 | <u>92,773</u>             | <u>18,936</u>                    | <u>111,709</u> |

7. **Debtors and prepayments**

|               | <b>2021</b>   | <b>2020</b>  |
|---------------|---------------|--------------|
|               | <b>£</b>      | <b>£</b>     |
| Other debtors | -             | 1,000        |
| Prepayments   | 11,170        | 1,345        |
|               | <u>11,170</u> | <u>2,345</u> |

8. **Creditors: amounts falling due within one year**

|          | <b>2021</b>  | <b>2020</b>  |
|----------|--------------|--------------|
|          | <b>£</b>     | <b>£</b>     |
| Accruals | 9,740        | 2,373        |
|          | <u>9,740</u> | <u>2,373</u> |

**NORTH WEST BLOOD BIKES LANCS AND LAKES**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

9. **Summary of funds**

Analysis of assets and liabilities between funds:

|                     | Total<br>restricted<br>funds<br>2021 | Total<br>unrestricted<br>funds<br>2021 | Total<br>funds<br>2021 | Total<br>restricted<br>funds<br>2020 | Total<br>unrestricted<br>funds<br>2020 | Total<br>funds<br>2020 |
|---------------------|--------------------------------------|----------------------------------------|------------------------|--------------------------------------|----------------------------------------|------------------------|
|                     | £                                    | £                                      | £                      | £                                    | £                                      | £                      |
| Fixed assets        | -                                    | 89,604                                 | 89,604                 | -                                    | 111,709                                | 111,709                |
| Current assets      | -                                    | 151,218                                | 151,218                | -                                    | 199,706                                | 199,706                |
| Current liabilities | -                                    | (9,740)                                | (9,740)                | -                                    | (2,373)                                | (2,373)                |
|                     | -                                    | 231,082                                | 231,082                | -                                    | 309,042                                | 309,042                |

| Movements in funds:                  | Restricted<br>funds<br>£ | Unrestricted<br>funds<br>£ | Total<br>funds 2021<br>£ | Restricted<br>funds<br>£ | Unrestricted<br>funds<br>£ | Total funds<br>2020<br>£ |
|--------------------------------------|--------------------------|----------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Balance brought forward              | -                        | 309,042                    | 309,042                  | -                        | 321,779                    | 321,779                  |
| Net (outgoing)/incoming<br>resources | -                        | (77,960)                   | (77,960)                 | -                        | (12,737)                   | (12,737)                 |
| Balance carried forward              | -                        | 231,082                    | 231,082                  | -                        | 309,042                    | 309,042                  |

Unrestricted funds represent surplus donations and other incoming resources receivable in excess of outgoing resources payable and available for use by the trustees in accordance with the charitable objects.