

Lincolnshire Emergency Blood Bikes Service

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Forrester Boyd
Waynflete House
139 Eastgate
Louth
Lincolnshire
LN11 9QQ



Lincolnshire Emergency Blood Bikes Service

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Lincolnshire Emergency Blood Bikes Service

Reference and Administrative Details

Trustees	A Hutson, Chair of Trustees (resigned 27 November 2020)
	C Douse, Chair of Trustees
	I Douse
	P Dudhill
	D Ford
	A Millington, Treasurer
	J Taylor
	R Taylor (resigned 11 May 2020)
	D R J Taylor-Lennox
	S J Thom (resigned 14 September 2020)
	K Turner
	M Gardner (appointed 15 February 2021)
	A R Jacobs (appointed 27 November 2020)
	A M Skelcher (appointed 27 November 2020)
	S Gray (appointed 27 November 2020)
Principal Office	Yondar Legbourne Road Louth Lincolnshire LN11 8LQ
Charity Registration Number	1148402
Independent Examiner	Forrester Boyd Waynflete House 139 Eastgate Louth Lincolnshire LN11 9QQ



Lincolnshire Emergency Blood Bikes Service

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2021.

Objectives and activities

Objects and aims

To relieve sickness and protect health by the provision of transport of urgently needed blood, drugs, human tissues and other medical requirements between hospitals and blood transfusion banks primarily but not exclusively in Lincolnshire.

Public benefit

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

Policy on reserves

The Trustees' review the reserve levels of the charity annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The charity's current level of free reserves is £117,505. Of these reserves £86,854 is held as cash at bank and £27,695 are held as fixed assets. This is considered sufficient bank balances to cover 12 months expenditure.

The Trustees annually review performance and policy and seek whatever professional advice they deem necessary to assist them in their decision making.

Structure, governance and management

Nature of governing document

LEBBS shall consist of the members and a controlling body elected from its members known as the Executive Committee. All members are subject to the overall jurisdiction of the Executive Committee and their interpretation of these rules. A LEBBS General Meeting is the ultimate authority of the group. The Executive Committee must uphold the decisions of the Group General Meeting. In cases where difficulties arise and any change cannot until the next AGM then the Executive Committee will call an Extraordinary General Meeting.

The administration of LEBBS and its operations shall be under the general jurisdiction of the Executive Committee (except when an Executive Committee cannot be formed in which case the Chairman and Vice Chairman of LEBBS will administer LEBBS with the main objective of forming a new Executive Committee). The Executive Committee shall consist of a maximum of 15 elected members including a County Coordinator, Deputy County Coordinator, Secretary and Treasurer and 11 trustees. The elected members shall retire at the next Annual General Meeting of the Group. A retiring member shall be eligible for re-election if still a LEBBS member. If any vacancy within the Executive Committee shall not be filled at the Annual General Meeting or a vacancy shall otherwise occur, the vacancy may be filled by the Executive Committee appointing a person thereto, but any person so appointed shall retire at the next Annual General Meeting and be eligible for re-election if still a LEBBS member. Nominations for the election to the Executive Committee or its Officers may be made by any member subject to the willingness of the nominated person.



Lincolnshire Emergency Blood Bikes Service

Trustees' Report

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

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

A handwritten signature in blue ink, appearing to read 'C Douse'.

.....
C Douse
Chair of Trustee



Lincolnshire Emergency Blood Bikes Service

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.

Approved by the trustees of the charity on 22 June 2021 and signed on its behalf by:

C Douse
Chair of Trustees



Lincolnshire Emergency Blood Bikes Service

Independent Examiner's Report to the trustees of Lincolnshire Emergency Blood Bikes Service

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 7 to 15.

Respective responsibilities of trustees and examiner

As the charity's trustees of Lincolnshire Emergency Blood Bikes Service 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 Lincolnshire Emergency Blood Bikes Service'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 Lincolnshire Emergency Blood Bikes Service 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.


.....
Adam Millson ACA
ICAEW

Waynflete House
139 Eastgate
Louth
Lincolnshire
LN11 9QQ

22 June 2021



Lincolnshire Emergency Blood Bikes Service

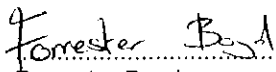
Chartered Accountants' report to the trustees of Lincolnshire Emergency Blood Bikes Service

In accordance with the engagement letter dated 7th June, 2021, we have compiled the accounts of Lincolnshire Emergency Blood Bikes Service for the year ended 31st March, 2021 from the accounting records and information and explanations you have given to us.

This report is made to you, in accordance with the terms of engagement. Our work has been undertaken so that we might compile the accounts that we have been engaged to compile, report to you that we have done so, and state those matters we have agreed to state to you in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the addressee of this report for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute.

You have approved the accounts and have acknowledged your responsibility for them, the appropriateness of the accounting basis and for providing all information and explanations you have given to us and we do not therefore express any opinion on the accounts.


Forrester Boyd
Chartered Accountants
ICAEW

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22 June 2021



Lincolnshire Emergency Blood Bikes Service

Statement of Financial Activities for the Year Ended 31 March 2021

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	53,364	-	53,364
Charitable activities	3	2,983	-	2,983
Other trading activities	4	480	-	480
Total Income		<u>56,827</u>	<u>-</u>	<u>56,827</u>
Expenditure on:				
Charitable activities	6	<u>(36,733)</u>	<u>(2,362)</u>	<u>(39,095)</u>
Total Expenditure		<u>(36,733)</u>	<u>(2,362)</u>	<u>(39,095)</u>
Net movement in funds		20,094	(2,362)	17,732
Reconciliation of funds				
Total funds brought forward		<u>97,411</u>	<u>11,428</u>	<u>108,839</u>
Total funds carried forward	15	<u>117,505</u>	<u>9,066</u>	<u>126,571</u>

	Note	Unrestricted £	Restricted £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	78,847	14,700	93,547
Charitable activities	3	1,680	-	1,680
Other trading activities		<u>5,345</u>	<u>-</u>	<u>5,345</u>
Total Income		<u>85,872</u>	<u>14,700</u>	<u>100,572</u>
Expenditure on:				
Raising funds		(920)	-	(920)
Charitable activities	6	<u>(44,823)</u>	<u>(6,634)</u>	<u>(51,457)</u>
Total Expenditure		<u>(45,743)</u>	<u>(6,634)</u>	<u>(52,377)</u>
Net movement in funds		40,129	8,066	48,195
Reconciliation of funds				
Total funds brought forward		<u>57,282</u>	<u>3,362</u>	<u>60,644</u>
Total funds carried forward	15	<u>97,411</u>	<u>11,428</u>	<u>108,839</u>

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

The funds breakdown for 2019 and 2020 is shown in note 15.

The notes on pages 9 to 15 form an integral part of these financial statements.



Lincolnshire Emergency Blood Bikes Service

(Registration number: 1148402)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	27,695	29,300
Current assets			
Debtors	12	12,592	11,880
Cash at bank and in hand	13	<u>86,854</u>	<u>68,219</u>
		99,446	80,099
Creditors: Amounts falling due within one year	14	<u>(570)</u>	<u>(560)</u>
Net current assets		<u>98,876</u>	<u>79,539</u>
Net assets		<u>126,571</u>	<u>108,839</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	15	9,066	11,428
Unrestricted income funds			
Unrestricted funds		<u>117,505</u>	<u>97,411</u>
Total funds	15	<u>126,571</u>	<u>108,839</u>

The financial statements on pages 7 to 15 were approved by the trustees, and authorised for issue on 22 June 2021 and signed on their behalf by:

C Douse
Trustee



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

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 October 2019) - (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

Lincolnshire Emergency Blood Bikes Service 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.

The financial statements are prepared in Sterling which is the functional currency and have been expressed rounded to the nearest pound.

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.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

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.

Raising funds

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



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

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 independent examination, strategic management and trustees's meetings and reimbursed expenses.

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% reducing balance
Plant and equipment	20% straight line

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.

Fund structure

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Income from donations and legacies

	Unrestricted General £	Total 2021 £	Total 2020 £
Donations and legacies;			
Collection	130	130	10,572
Donations	50,831	50,831	66,275
Gift aid reclaimed	2,403	2,403	2,000
Grants, including capital grants;			
Grants from companies	-	-	14,700
	<u>53,364</u>	<u>53,364</u>	<u>93,547</u>

3 Income from charitable activities

	Unrestricted General £	Total 2021 £	Total 2020 £
Membership	<u>2,983</u>	<u>2,983</u>	<u>1,680</u>

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2020 £
Trading income;			
Sales of goods and services	480	480	1,227
Local fundraising income	-	-	4,118
	<u>480</u>	<u>480</u>	<u>5,345</u>

5 Expenditure on raising funds

Costs of trading activities

	Note	Total 2021 £	Total 2020 £
Local fundraising costs		-	920
		<u>-</u>	<u>920</u>



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Expenditure on charitable activities

Note	Unrestricted		Total 2021 £	Total 2020 £
	General £	Restricted £		
Motor costs - Morrisons Grant Fund	-	-	-	1,922
Motor costs	17,257	-	17,257	13,650
DBS fees	619	-	619	345
Insurance	7,195	-	7,195	6,684
Repairs	9,750	-	9,750	10,654
Depreciation of tangible fixed assets	5,553	2,362	7,915	16,894
(Profit) / loss on sale of tangible fixed assets	(6,864)	-	(6,864)	(838)
Telephone and fax	135	-	135	-
Computer software and maintenance costs	261	-	261	246
Printing, postage, stationery and telephone	398	-	398	375
Legal and professional fees	90	-	90	-
Sundry	1,611	-	1,611	513
PayPal fees	84	-	84	78
Advertising	64	-	64	374
Independent Examiner's remuneration	580	-	580	560
	<u>36,733</u>	<u>2,362</u>	<u>39,095</u>	<u>51,457</u>



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021 £	2020 £
(Profit) / loss on disposal of tangible fixed asset	(6,864)	(838)
Depreciation of fixed assets	<u>7,915</u>	<u>16,894</u>

8 Trustees remuneration and expenses

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

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

9 Staff costs

There were no employees receiving remuneration during the year

10 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>580</u>	<u>560</u>

11 Tangible fixed assets

	Motor vehicles £	Plant and equipment £	Total £
Cost			
At 1 April 2020	93,019	4,381	97,400
Additions	11,646	-	11,646
Disposals	<u>(16,645)</u>	<u>(4,381)</u>	<u>(21,026)</u>
At 31 March 2021	<u>88,020</u>	<u>-</u>	<u>88,020</u>
Depreciation			
At 1 April 2020	64,304	3,796	68,100
Charge for the year	7,696	219	7,915
Eliminated on disposals	<u>(11,675)</u>	<u>(4,015)</u>	<u>(15,690)</u>
At 31 March 2021	<u>60,325</u>	<u>-</u>	<u>60,325</u>
Net book value			
At 31 March 2021	<u>27,695</u>	<u>-</u>	<u>27,695</u>
At 31 March 2020	<u>28,715</u>	<u>585</u>	<u>29,300</u>



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

12 Debtors

	2021 £	2020 £
Prepayments	5,689	6,010
VAT recoverable	6,903	5,870
	<u>12,592</u>	<u>11,880</u>

13 Cash and cash equivalents

	2021 £	2020 £
Cash at bank	<u>86,854</u>	<u>68,219</u>

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	<u>570</u>	<u>560</u>

15 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
Unrestricted funds	97,411	56,827	(36,733)	117,505
Restricted funds				
Morrisons Grant	<u>11,428</u>	<u>-</u>	<u>(2,362)</u>	<u>9,066</u>
Total funds	<u>108,839</u>	<u>56,827</u>	<u>(39,095)</u>	<u>126,571</u>
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
<i>General</i>				
Unrestricted funds	57,282	85,872	(45,743)	97,411
Restricted				
Big Lottery	3,362	-	(3,362)	-
Morrisons Grant	<u>-</u>	<u>14,700</u>	<u>(3,272)</u>	<u>11,428</u>
Total restricted funds	<u>3,362</u>	<u>14,700</u>	<u>(6,634)</u>	<u>11,428</u>
Total funds	<u>60,644</u>	<u>100,572</u>	<u>(52,377)</u>	<u>108,839</u>



Lincolnshire Emergency Blood Bikes Service

Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

The Big Lottery grant was received in 2016 to fund the purchase of a new motor bike. This was fully spent in 2020.

The Morrisons grant of £14,700 was received in 2020 for the purchase of two new motor bikes.

The expenditure in the restricted income fund relates to the depreciation of the motor bikes purchased using restricted funds.

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objectives at the discretion of the trustees.

16 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	20,609	7,086	27,695
Current assets	97,466	1,980	99,446
Current liabilities	(570)	-	(570)
Total net assets	117,505	9,066	126,571
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2020 £
Tangible fixed assets	19,852	9,448	29,300
Current assets	78,119	1,980	80,099
Current liabilities	(560)	-	(560)
Total net assets	97,411	11,428	108,839

17 Related party transactions

There were no related party transactions in the year.