

NEWARK COMMUNITY FIRST AID

Registered Charity: 1152694

TRUSTEES ANNUAL REPORT

Period 1st July 2022 to 30th June 2023



Contact Details

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Newark First Aid

Aims & Purposes

Newark Community First Aid is constituted as a Charitable Incorporated Organisation based on the Association model; it was registered with the Charities Commission on 3rd July 2013. We are governed by our Constitution. Our aim is to provide first aid services in Newark on Trent and the surrounding area, thus helping to reduce suffering and save lives.

The primary services provided by the charity are:

- the provision of qualified and fully resourced first aiders at local events
- providing first aid training to all members of the local community

The services are provided by our members who are volunteers; our primary operating area is based on Newark and a 12-mile radius around the town but could include other parts of Nottinghamshire and Lincolnshire.

Structure & Management

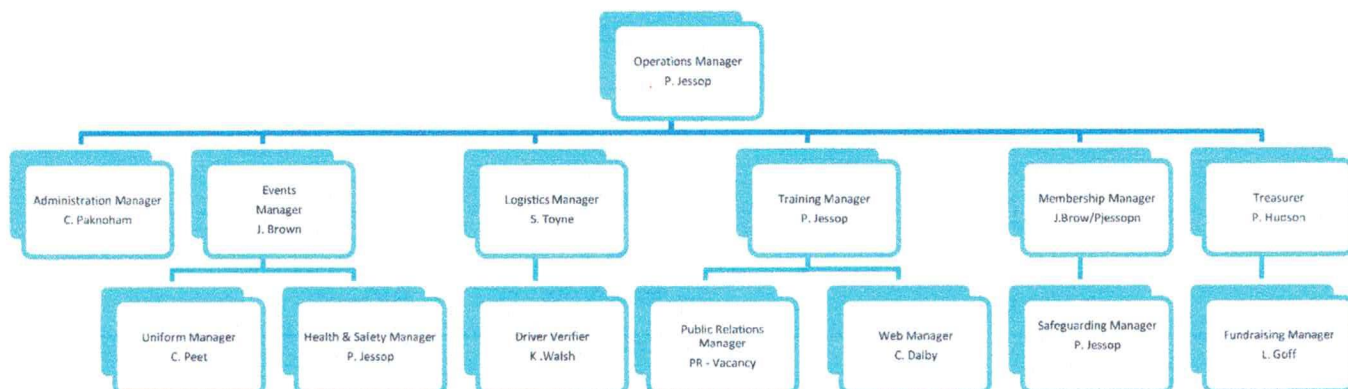
Newark Community First Aid has up to 8 Trustees who oversee the working of the organisation, ensuring it complies with current legislation and guidance in respect of its charitable operation. The Trustees are from a range of backgrounds including the public, private and charitable sectors.

At present our Trustees are:

Peter Smith	Dr Margaret McDougald	Dr Peter Crookes	Margaret Shaw
Councillor Jack Kellas	Dr Jane Selwyn		Mark Stafford

Trustees are appointed or re-appointed at our Annual General Meeting held annually in September or October. All Trustees give their time on a voluntary basis and receive no remuneration or other benefits.

An Operations Management Team made up of volunteers carry out the day-to-day organisation of the charity. This team are experienced and suitably qualified to fulfill their respective roles in the framework detailed below.



Operations Management Team

Managing the delivery of our services requires a large team of experienced volunteers, many of whom give time daily to ensure a smooth operation and high quality of service. Our charity operates 7 days a week, with volunteers working on background tasks as well as our front line operations. The amount and scope of background work is often surprising to those who only see our volunteers at events or in their training role.

Our Administration Manager deals daily with email and phone enquiries, managing course bookings and being first contact for event bookings too. Our training team are involved in course preparation for our workplace training – cleaning manikins, checking resources, managing e-learning, putting together delegate packs and providing candidate support. The training team also manage the training of our own volunteers. Our Event Manager liaises with event organisers and the local Safety Advisory Group, risk assessing events to ensure adequate manpower and resources are provided. Tasks include producing event medical plans, information packs, maps and guidance material as well as collating statistics and feedback post event. Our Logistics Manager and team are busy every day checking and restocking equipment, cleaning equipment and vehicles, carrying out and organizing maintenance. Finance, fundraising and membership managers are also busy weekly with their responsibilities.

Training Team

Our Training Operation is fulfilled by 4 trainers, most of whom have many years of experience providing training in the workplace, event first aid and advanced first aid. Our workplace first aid and paediatric first aid training is approved and monitored by the First Aid Industry Body.

Our Event First Aid Operation is delivered by our volunteers who are trained on a range of competencies. On joining all new members undertake induction training including safeguarding, health & safety, and basic life support. On completion of all elements of initial training members are classed as Apprentice First Aiders. Volunteers can then progress to become First Aiders by completing First Aid at Work, Paediatric and Event First Aid courses. Volunteers can then attend events, develop their skills, and gain experience before deciding if they wish to progress by attending additional training to become Advanced First Aiders.

Volunteers

Membership of NCFA is open to anyone over the age of 16 who meets the requirements of our joining procedure which includes criminal record checks through the DBS and health checks. Criminal record checks are repeated in line with statutory requirement every 3rd year, health checks are updated if any change occurs to a member's health.

Our First Aid & Advanced First Aid trained volunteers normally meet weekly for training on Monday or Tuesday evenings at the Newark Academy, London Road, Newark. In addition to weekly training members maintain their competencies through distance learning and e-learning modules designed by NCFA. They also attend additional face to face training as required to maintain the competencies relative to their role. Members are assessed annually. We also have non uniformed members who assist with support work such as fundraising, radio control, public relations – some of these are full members of NCFA others are supporters in line with our constitution. We are very grateful for the hard work and commitment shown by all our volunteers which makes it possible to deliver a high-quality community service. The Trustees would like to place on record our thanks to all our volunteers who have worked so hard in the difficult conditions post pandemic, combined with the pressures of everyday living over the last 12 months.

Insurance

To protect our members, those we treat, those we train and the public at large we ensure we have insurance more than the industry norm. We hold Employee, Public, Medical Malpractice, Professional Indemnity, Vehicle, Equipment and Building insurance.

Policies and Procedures

To ensure the effective operation of the charity the Trustees have put in place a range of policies and procedures. These are designed to protect the charity, its members, service users and those who may be affected by our operations. Many of the policies include training packages for example our Safeguarding, Infection Prevention & Control and Health & Safety policies. A review of our Disciplinary, Grievance and GDPR Policies have been undertaken this year.

The policies include:

Safeguarding - Health & Safety – Equality and Diversity – Infection Prevention and Control – Grievance – Disciplinary – Whistle Blowing – Finance – Events – Data Protection (GDPR) – Complaints.

Objectives and Activities

In planning our activities for the year, we kept in mind the Charities Commission guidance on public benefit at our Trustee and Operations meetings. We believe that the activities undertaken by the charity and summarised in this report fulfil this requirement. The Trustees, Management Team and all of our volunteers are committed to achieving the objects of the charity 'The relief of sickness and provision of first aid in Newark on Trent and surrounding areas' which are centred on delivering first aid training and first aid cover at events.

In respect of first aid training NCFA provide:

- Community Training – this training is provided **free of charge** to individuals, community, charity, and sports groups. Donations are gratefully received and used to develop the service.
- Commercial Training – this training is provided to workplaces, schools and charities to comply with HSE First Aid Regulations 1981 or Dept of Education requirements in school & pre-school settings. This training is charged for at competitive prices with profits re-invested into the charity.

In respect of first aid event cover NCFA provide:

- Risk assessed event cover & the provision of adequate manpower and resources.
- The service is provided **free of charge** to Community Events though donations are gratefully received.
- Our event services are also provided to a range of commercial event organisers running generally large local events. These events are charged per hour per first aider. These inexpensive charges allow us to maintain and develop our services.

Our philosophy is to provide a service that is affordable to all sectors of the community so that anyone can access both first aid training and event cover. We are also committed to making our service as accessible as possible. We believe that this will encourage many more people to learn first aid enabling them to provide life-saving care. We also believe our policy encourages more event organisers to provide suitable & sufficient first aid cover at their events.

Overview of Achievements, Challenges and Performance this Year

The 12-month period commencing 1st July 2022 has seen very heavy demand for all of our services with our commercial training at record breaking levels. However the shadow of the Coronavirus Pandemic still hangs over our operations, with some members struggling with their health and recruitment of volunteers proving difficult.

The year 2020/21 was all about COVID and our response to it. 2021/22 was about recovery, re-building normal services and developing with the addition of our new First Aid Centre at Newark Showground. This year 2022/23 has been about stability. After the financial hit of COVID and the costs incurred with the building of the First Aid Centre we needed to stabilize our funds. This we have done, more than doubling our funds held at the bank on the year on year closing balance.

We have also seen stability return to events with a full 12 months of event work, allowing us to judge demand and our ability to meet that demand. Many events from the pre-pandemic returned alongside new events such as the Focus (religious) Festival. Some event organisers tried to bring back events from the past such as Newark Kit Car Show which worked and Americana that did not. Whilst other events changed dates and venues. We are pleased to say that we were able to provide cover to 98% of requests.

During the pandemic and the year that followed we continued to see growing demand for our Commercial Training and that has continued. This year we have seen an 18% increase in candidates making this a record breaking year.

We are also extremely pleased to see an increase in the number of candidates attending our FREE Community First Aid Courses. This area of training was cancelled throughout the pandemic and last year demand was extremely slow. It is a vital part of our charitable work training people to save lives when required. Statistics show 80% of cardiac arrests occur at home.

Our greatest challenge remains that of stabilising our membership at a level that allows us to cover events/training whilst reducing demand on individual volunteers. During the year we have seen new volunteers join, some volunteers leave, some unable to commit due to illness, whilst others return to more active roles. Overall we have had a reduction of 5% in our number of volunteers. Nationally volunteering is at its lowest level since records began and that creates a tremendous challenge to our charitable operations.

It is clear from the demand for our services and the feedback we receive from course candidates, event organisers and patients that the community appreciates the service we provide. Our volunteers gain a great deal from their volunteering. Our aim must be to encourage more people to volunteer with us.



Pictured above one of our Mobile Treatment Units at Christmas in Newark – December 2022.



Southwell Young Farmers get to grips with spinal injury on a FREE Community Course – Nov 2022

Community Training

During the year 2020/21 we were unable to undertake any community training, partly due to government restrictions and guidelines on social distancing and partly due to public concerns around the corona virus.

We had planned to re-launch in 2021/22 but this was not possible due to our workload in other areas. This year though we have been more pro-active and a reduction in concern around coronavirus has seen more groups approach us for training. Community training is a key part of our charitable work it clearly provides public benefit – the ability to save a life. All of our courses are FREE of charge to candidates, we travel to their location, we work with parish councils and others to promote the events locally. This we believe makes it possible for everyone to attend if they would like to. With England still having some of the worst survival rates from cardiac arrest in Europe we believe that providing our Basic Life Support training can make a difference.

This year we have trained 502 people compared to 290 last year an increase of 73%. We have provided training to groups in villages such as: Norwell, Coddington, Sutton on Trent, Foston, Papplewick, Navenby, South Scarle, Collingham and Averham. In Newark we have provided training to the young homeless through the Emmaus Trust, those with sight loss through Nottingham My Sight, Scouts and Guides, Young Farmers, Newark Bowls Club and Hockey Club.

We have also continued to provide training in schools and visits to early years settings. Visits to nurseries are designed to reduce fears children may have with ambulances.

In May we joined the Community Team of Lincolnshire Co-op at Staunton Estates in Lincolnshire to meet their Health Walk Leaders. Lincolnshire Co-op provide weekly walks across Lincolnshire, Newark and Eastern Nottinghamshire designed to get people out enjoying the fresh air, meeting others and getting exercise. They have nearly 200 Walk Leaders and starting in July 2023 we will be training all the leaders using a bespoke first aid course we have designed for them.

Commercial – Workplace Training

This year we have continued to run all of our advertised workplace courses using blended training. The mix of part e-learning and part face to face has been well received by employers and students. A few students have needed additional support with their e-learning particularly those who do not have English as their first language. We are still providing full face to face classic courses to organisations that prefer that format. During the first 6 months of the year we had to review our prices due to the worldwide and national economic situation. The Ukraine War and other factors created huge price rises particularly in energy costs. With inflation racing we adjusted our prices from 1st Jan 2023. We aimed to protect our margins whilst keeping the rise to a minimum so as not to impact our customers too much.



***Above - Basic Life Support training
Norwell – Below – a nursery visit***



The First Aid Industry Body that we use to approve, monitor and regulate our courses have introduced new standards of training during the year. This is to ensure quality of training across the training providers they work with. The changes have introduced more paperwork, increasing administration of courses and therefore costs. We are planning to monitor the effects of the new system to end of December 2023.

We are confident in our training standards and feedback from students shows 96.8% of students rating our courses excellent compared to 96.6% last year. This year we have seen an 18% increase in candidates this follows a 74% increase the previous year making this year our busiest ever.

This year we are pleased to have been chosen to provide training to Lincolnshire Co-op and two more Academy School Groups. We are grateful for the continued support of so many local, regional and national organisations who use our training services. Funds raised through commercial training is used to provide our FREE community services – helping to train youngsters in schools, youth groups and charities.



With work related stress, depression and anxiety affecting 914,000 workers and over 17 million working days lost according to the latest HSE Health & Safety at Work Statistics – Mental Health First Aid is vitally important to staff and employers. In December 2022 one of our Trainers – Kevin Walsh completed and passed the FAIB Mental Health Trainer qualification allowing us train this important subject.

We are now offering 3 Mental Health Courses in addition to our full range of Workplace and Specialist First Aid Courses.

***Some of our Volunteers pictured right
with their Mental Health First Aid Certificates.***



***Students pictured left show off their
bandaging skills***

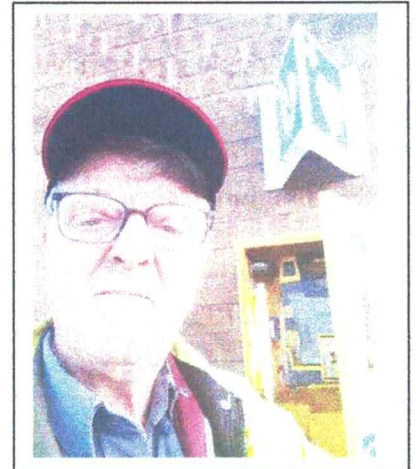
The number of volunteer hours given by our members in preparation and delivery of training was 1,736 which was broadly the same as the previous year at 1,782. We would like to thank our Training Manager Philip Jessop and all of his team particularly Kevin Walsh for the hard work they have undertaken on behalf of the charity.

Community Public Access Defibrillators

The UK Resuscitation Council continues to stress the importance of communities and workplaces providing public access defibrillators. During the year we have provided specific defibrillator training to staff from Newgate and NSK Bearings and all our courses include defibrillator awareness. We have also provided advice on purchasing CPADs to organisations such as the Conservative Club, the Womens Institute and 2 community groups who are fundraising locally.

We continue to check the Automated External Defibrillators in Balderton on behalf of the Parish Council. We have agreed to support the store staff in Lincolnshire Co-op stores in Nottinghamshire with any AED problems related to their Community AED programme. We are also, as this trading year ends, advertising a series of FREE Community Courses aimed at AED awareness across Newark and Balderton.

Our Fundraising Manager checking one of Balderton's Community Public Access Defibrillators



Event Cover

When our trading year started on 1st July 2022 it was a world away from the previous year – event organisers were now clearly very confident compared with 2021 when events were still cancelling due to COVID concerns. 1st July saw Techfest return as thousands attended Newark Showground to enjoy the music and meet back with friends. New multi-day events such as Innovation, East Midlands Chilli Festival, Newark Kit Car show, Home Education, Newark on Sea and Focus crowded the calendar in July and August. Focus a 6 day religious festival brought our biggest multi-day logistics challenge since the European Juggling Festival of 2019.



Above left the Showground packed full for the 6 day Focus Festival whilst top right shows the 'Beach' has come to Newark on Sea – 14 days of sun and sand for local youngsters to enjoy.

These first two months of the year also saw regular events return with Southwell Folk Festival back in a July spot, Normous Newark Auto Jumbles and 1 day and 3 day International Antique fairs plus many community events. August ended with a return of the Stonedead Rock Festival bigger than ever plus Newark Festival in a new format and a new event the Koi Carp show. September was extremely busy with an Americana Show, Dragon Boat Racing on the river Trent and a return of the popular agricultural shows in Collingham, Flintham and Southwell – which all saw bumper crowds. October and November again saw the return of most pre-pandemic events such as Hamfest, Newark Vintage Tractors and the Midlands Machinery Show. In October we were honoured to be asked by to cover The National Ploughmans Show in Derbyshire, having covered the Show in Lincolnshire in 2019.



Left: the National Ploughmans Competition in Derbyshire, centre: Remembrance Service at the Vintage Tractor Show and right: the team at Stonedead Rock Festival.

December 2022 saw our volunteers at Christmas celebrations in Newark and Bingham, the annual Trent Boat Race at Farndon and new events such as the Sherwood Pines 'Elf' Run. January 2023 saw the return of the Carole Nash Motor Cycle Show which had cancelled last minute in 2022. The Quilt Show, Orienteering in Clumber Park, Cross Country Running, Antiques, Indoor Show Jumping and Auto Jumbles filled the calendar in January and February. March saw the return of the Midland Woodwork Show, we also covered two more National Shows the Shire Horse Show and the English Schools Cross Country Championships. We were delighted to cover the Cross Country having covered it in 2017 the last time it was held in Nottinghamshire. This is a very busy event held at Wollaton Park in Nottingham, requiring a full range of resources – cycle response, 4x4 ambulances, road ambulances, main and additional first aid posts and a large first aid and medical team.



Left: The team at the Christmas 'Elf' Run for Nottingham Mind in Sherwood Forest December 2022, Centre the English Schools Cross Country at Wollaton Hall in March 2023. Right: display at Carole Nash Bike Show in Jan 2023

April and May saw events back to normal with Newark Garden Show, Nottinghamshire County Show, sports competitions, horse shows and charity events. May also saw our volunteers covering multiple events celebrating King Charles Coronation. At the end of May we were asked to provide first aid cover for the Emergency Services Show in Nottingham a large event celebrating the work of all emergency services across the county. June closed the year with a massive calendar of events keeping our volunteers extremely busy.



Pictured left: – throw line practice at Southwell Folk Festival on set up day – with open water near the site.

Centre: - one of the team enjoying the moment at Coronation celebrations in Coddington

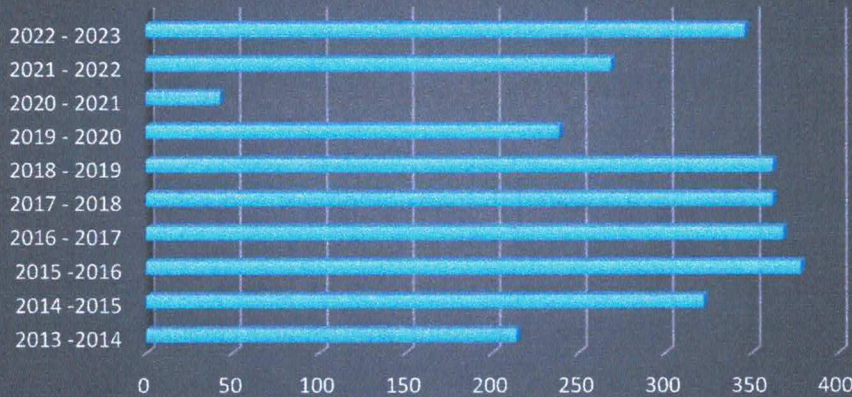
Right: The team covering Muskham Fun Run on Coronation weekend.

To be able to deliver a reliable and high quality service to such a wide range of events, at many and varied venues, at different times of the year requires all of our volunteers working together. The work starts when we are contacted by an event organiser requesting first aid cover. Our Events Manager Jonathan Brown then begins the task of collating information on the event, corresponding with the organiser, assessing the medical needs and preparing a medical plan. This year that has been more difficult as the Event Purple Guide produced by the Event Industry Forum has been changed several times. This guide is designed to support event organisers in all aspects of event planning including medical / first aid requirements. This work creates a fair amount of paperwork and Jonathan has been helped by Neil Fuller in this regard. Once the plan is on paper then our logistics section need to organise equipment and vehicles and our volunteers step forward to be there on the day.

During the event our volunteers key role is providing first aid / medical aid to people who become ill or injured at events. They do though have other duties to perform, ensuring regular cleaning, monitoring and recoding communications, completing checks on vehicles and equipment. At many events the pace of work is steady but it may be a 12 hour shift. At other events it is all go – the Focus Festival saw our volunteers treat 166 patients, with many 2 or 3 day events resulting in 50 + patients being treated.

After the event we review how it went and look through feedback from organisers and patients with a view to ensuring we provide a high quality service. We are pleased to report that all events were manned and resourced to the required level during the year.

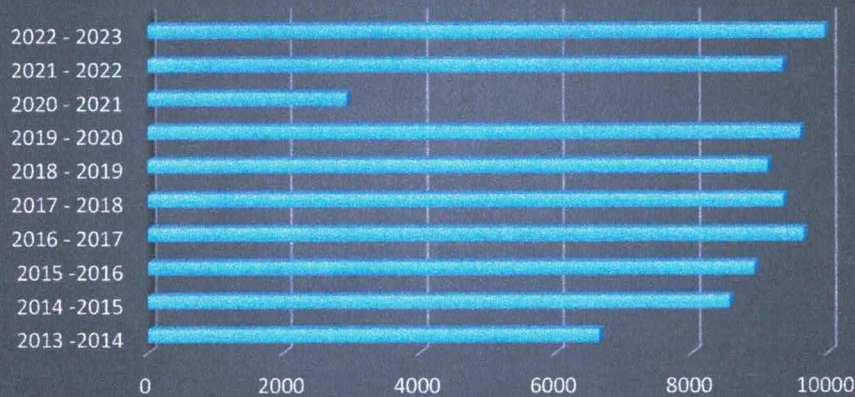
Number of Events Provided with First Aid Cover per year (July 1st - June 30th)



The graph (left) shows that the number of events provided with first aid cover this last year is close to the normal numbers of around 360 seen in the 3 year period 2017 – 2019.

The year 2019/2020 was effected by COVID in the last quarter. 2020/2021 COVID affected the entire year.

Number of Volunteer Hours at Events worked by our Members each Year



The graph (left) shows the number of hours of voluntary service given by our volunteers since our charity was formed in 2013.

The record breaking number of 9,952 hours this year is down to the increasing number of events we have covered requiring multi-day and 24 hour cover.

The number of events covered increased from 269 in 2021-22 to 346 this year and this led to a 29% increase in patients treated.

In November 2022 we wrote to the many event organisers who use our services urging them to book early and we are grateful to the vast majority who complied and we would like to thank them.

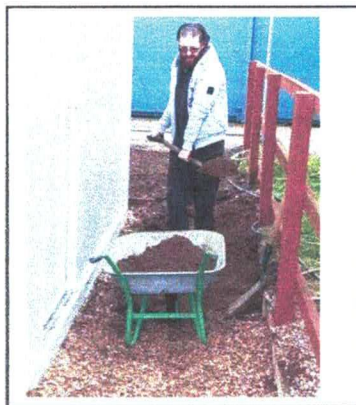
We continue to receive a steady number of out of area requests for event cover, a proportion of these are due event organisers being let down at the last minute by first aid/medical organisations. If we have capacity to help we do, but most out of area events are declined as we are so busy locally.

This year, again, all our team of volunteers who have worked at events deserve a special big thank you for the commitment they have shown. Without the gift of their time (9,952 hours) we would not have covered the 346 events. We would particularly like to thank our Events Manager Jonathan Brown and Neil Fuller for all their efforts behind the scene.

Logistics - Development of Resources & Equipment

In 2021-22 our logistics department had its busiest year ever with the planning, procurement, build and bringing into service of our First Aid Centre at Newark Showground on top of all normal demand. This year though has continued at that same pace with an incessant demand for resources, equipment and vehicles to service events. As an example in the period from 23rd July to the 4th September 2022 on only 3 days were events not requiring servicing with equipment and vehicles.

Our Logistics Manager Stephen Toyne and his team have ensured that all equipment and vehicles have been available as required throughout the year. He has continued with groundworks around our First Aid Centre, extending the original pathway and grassing outside areas. Thanks to Mick Ellerby for his help with this and other maintenance tasks. Also thanks to Jake Ramsay for assisting with vehicle cleaning and stocking. Plus all of our other volunteers who assist throughout the year.



Left above: Stephen and Chris cleaning down the outside of the First Aid Centre.

Centre: preparations to extend the pathway.

Right above: Jake signing off the cleaning log.

The logistics section is kept busy daily, with equipment checks, maintaining the online tracking system to ensure all items are in stock and in date, cleaning, ordering, servicing and ensuring equipment is charged and ready to be deployed.

As it became clear that income was stronger than budgeted in the first 6 months the decision was taken to bring forward some work on our vehicle fleet. Our Land Rover 4x4 Response Unit had its battenberg livery removed and a new body kit applied. Both our Mobile Treatment Units had a full overhaul of their night heaters by P & B Autos of Mansfield. A new spare wheel system was fitted to our oldest Mobile Unit and its main heating system was upgraded. Thanks to Alistair Christie Motors of Newark for keeping us on the road. Our new Cycle Response Unit was kitted and our Static First Aid Unit had a full service and a roof repair bringing it in to top condition. We also purchased a range of equipment for use in Major Incidents.



Left our new Cycle Response Unit with the 4x4 in new Battenberg.

Right AY14 Mobile Unit after its upgrades and repairs.



Development & Commitment of our Volunteers

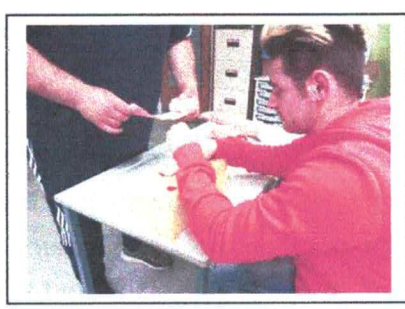
Our volunteers are our most important asset, vital to our success; they deliver our services to the community. Like most charities we have seen a range of changes in our volunteers and changes in the wider public's view on volunteering. These changes seem to be related mainly to the pandemic, people's views shaped by their pandemic experience the current employment market and concerns about wider national issues like the fear of recession. In the last year we have seen volunteers leaving due to changing demands at work or family issues, relocating due to work or retirement, struggling with mental health problems or dealing with ill health. We also see some members unable to commit to as much volunteering due to changes in work shifts, having to do more paid work to pay the bills, whilst younger members are having to give more time to their school work. Overall we have seen a 5% reduction in membership. We have been able to maintain our services because members have given more of their time to help and we therefore must thank all of our volunteers for their outstanding commitment.

During the year members have attended weekly training at Newark Academy – in September 2022 we moved our training night back to Mondays which has encouraged more people to attend. During the year members have further updated their knowledge by completing distance learning modules and attending training days. Courses on Moving & Handling People, Fracture Management and Mental Health First Aid, plus members attending requalification in First Aid at Work and Paediatric First Aid have all helped to develop the skills of our volunteers.



Members practicing skills. Top Left:- resuscitation, Centre:- use of carry chairs, right: -airway management.

Bottom left:- fracture management, Centre: - using haemostatic dressings, Right:- applying a box splint



The Event Purple Guide designed to aid event organisers has this year suggested that first aiders should hold the First Response Emergency Care (level 3) qualification. Our existing training already exceeds this standard but to avoid confusion in the eyes of organisers we have undertaken training our volunteers to FREC3. We do have some concerns on several levels on this requirement but it provides some additional refresher training.

All members completed and passed their annual role assessments.

In the last year members training hours increased significantly from 1,535 hours in 2021-22 to 2,222 hours this year. This increase of 45% is for several reasons namely increased advanced first aid training including FREC3, additional day courses in skills areas such as handling and training in mental health first aid.

A tremendous amount of work undertaken by our volunteers is in support work which includes all the background operational work on training and events plus administration, fundraising, managing our finances and logistics. This year the number of hours devoted to this work has increased to 7,947 from 7,576. Most of this is accounted for by support for training and logistics.

Fundraising

This year we have had a very low level of fundraising after the huge effort put into raising funds for our new First Aid Centre on the Showground in 2021-22. Our policy has always been to self-fund through our regular services – commercial training and events when possible, turning to the public for support for major projects that can provide community benefit. We are always though grateful for the generous donations made by those attending our community training and to the personal donations made by individuals. This year we were delighted to be put forward by customers at ASDA in Newark for consideration for support from the ASDA Foundation – donation of £400 was gratefully received.



Far left ASDA Newark Community Champion hands over a cheque for £400.

Some of our team at the Nottinghamshire County Show on our joint PR & Fundraising display.

Public Relations & Recruitment

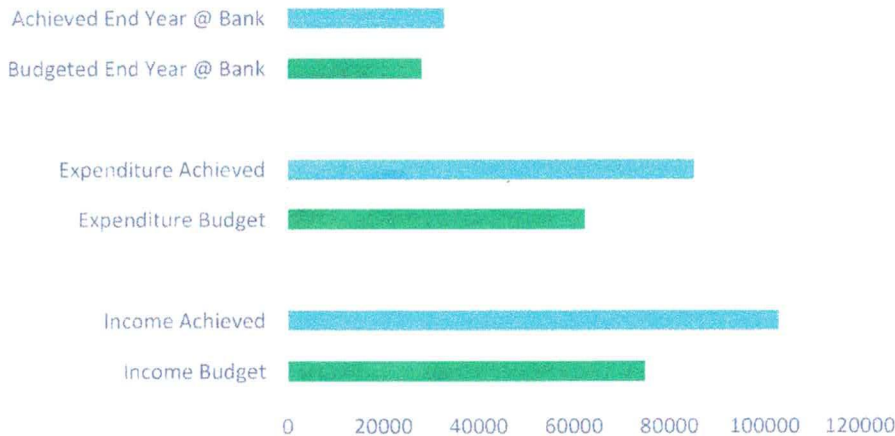
This year much of our face to face PR has been included as part of our first aid event cover. We have though attended a small number of PR events such as the Expo Careers Fair aimed at local youngsters. Most of our recruitment PR activities have been on social media mainly Facebook. That has proved to be a worthwhile and cost effective activity which again has resulted in some new members joining our charity. With high prices and often low circulation we have moved away from regular paper media and radio advertising, but have used it linked to specific campaigns such as Basic Life Support training in Newark. This years efforts by our volunteers who in total gave 20,121 hours of voluntary service is a shining example of commitment to our community – something to shout about next year as we aim to recruit more members.

Finances

We started the year with a low bank balance of £15,553 having spent heavily in 2021-22 to secure the building and equipping of the new First Aid Centre at Newark Showground. Due to the economic situation the country found itself in at the end of our last financial year we set a low budget for the year 2022-23. We anticipated that events and possibly training would struggle as peoples personal finances were affected by high fuel prices and high inflation. However midway through the year with income steady and event and training bookings strong we decided to increase spending to cover some projects we had identified around our vehicle fleet. Thanks to Paul Hudson for his work on our accounts.



Income & Expenditure - Budgeted - Achieved



Graph left shows:

Income was £28,103 above budget at £103,078.

Expenditures was £23,143 over budget at £85,507.

This resulted in a closing balance at bank of £33,124 which was £4,960 over budget.

Full finance details can be found in our audited accounts.

Forward Development of our Services

We are currently in a good position regarding our equipment, resources and vehicles. We plan to run an Easter Raffle Draw with funds raised going to purchasing radios for our vehicles, we are also intending to replace our full body resuscitation manikin. The radios will provide improved range and reception at events such as cycle racing and running, the manikin will have a range of added features to develop our volunteers to provide top quality resuscitation.

We will also push forward with a strong recruitment programme starting in November thru to Spring 2024 – increasing membership substantially is our key aim. We will continue to stabilize our finances, increase our reserves with a view to improving our services to the community.

Signed on behalf of the Trustees

Dr Margaret McDougald (Chair of Trustees)

Date: 27/11/23



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity name

NEWARK COMMUNITY FIRST AID

On accounts for the year
ended

30th JUNE 2023

Charity no
(if any)

1152694

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2023

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below *~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

3/10/23

Name:

MICHAEL JOHNSON

Relevant professional
qualification(s) or body
(if any):

Retired Corporate Bank Manager

Address:

22. NORTH ROAD

RUNDINGTON

NOTTINGHAM NG11 6AD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

CC16a details **RECEIPTS AND PAYMENTS ACCOUNTS**
Charity Name **Newark Community First Aid**
Charity number **1152694**
For the period from **1 July 2022 to 30 June 2023**

A1 RECEIPTS	Unrestricted Funds	Restricted Funds	Earmarked Funds	All Funds	Last Year
Donations (note 3)	3,093	0	0	3,093	9,731
Sponsored & Matched Donations	0	0	0	0	7,291
Income from Collections	1,393	0	0	1,393	1,169
Income from Attendance at Events	65,470	0	0	65,470	36,716
Income from Courses	30,221	0	0	30,221	23,270
Grants	0	0	0	0	19,730
Raffle	0	0	0	0	9,635
Gift Aid Recovered (note 1)	762	0	0	762	1,264
Other Income (note 9)	2139	0	0	2,139	2,218
Loans (which may convert to donations)	0	0	0	0	22,000
Total	103,078	0	0	103,078	133,024
A3 PAYMENTS					
Purchase of Equipment	13,680	0	0	13,680	6,399
Purchase of Uniforms for Members	860	0	0	860	512
Insurance Cover	7,939	0	0	7,939	7,436
Vehicle Expenses (incl Static & Gazebo Units)	11,911	0	0	11,911	5,991
Expenses Covering Events	16,116	0	0	16,116	6,504
Courses for the Public & Members (inc Training) (note 9)	16,156	0	0	16,156	6,181
Hire of Premises	3,860	0	0	3,860	3,522
Administration Expenses	4,678	0	0	4,678	3,559
Fund Raising Equipment & Other Costs	236	0	0	236	1,518
Public Relations & Advertising	1,151	0	0	1,151	312
New Building (inc site works) (note 8)	2,920	0	0	2,920	109,235
Loan Repaid (note 11)	6,000	0	0	6,000	0
Total Payments	85,507	0	0	85,507	151,169
Net Receipts / (Payments)	17,571	0	0	17,571	(18,145)
Transfers between Funds (note 7)	0	0	0	0	0
Cash Funds last year end	15,553	0	0	15,553	33,898
Cash Funds this year end (note 8)	33,124	0	0	33,124	15,553

Cash Funds	Details	Unrestricted	Restricted	Endowment
	General Fund as above	33,124	0	0
	Add cheques not yet presented	2,073	0	0
	Total Cash Funds (as per bank statement)	35,197	0	0
Other Monetary Assets	nil			
Investment assets	nil			
Assets retained for own use (note 10)	Details	Fund	Cost	Current Value
Disposable Equipment	First Aid, Training, PR & Cleaning	General		14,827
Non Disposable Equipment	Vehicles, Reusable Equipment & Building	General		303,975
Liabilities	Details			
	Cheques not yet presented	General	2,073	0
	Loan which may convert to donation (note 11)	General	16,000	

Notes:

- 1) During the year one claim was made for the recovery of Gift Aid.
- 2) During the year no guarantees have been made to any third party.
- 3) Because of the use of external Fund Raising Organisations, some Donations (under Income) are not classifiable separately this year under any of the other headings.
- 4) Donations under 'Other Income' were for Lottery Donation (855), Gifts in Memoriam (20), Miscellaneous sales (1,264).
- 5) There have been no donations from the Trustees.
- 6) Free use has been granted of rooms for training in return for the First Aid training for staff at the site.
- 7) There have been no transfers between funds this year.
- 8) During the previous year steps were taken to acquire a safe building at Newark Showground before the existing building collapsed
- 9) The 'Costs of Courses for the Public and Members' and 'Costs of Training Members' heads have been merged – it had become almost impossible to distinguish the costs between them.
- 10) A stock take of assets is made each year on the basis of current list prices, this year extra stock has been purchased at the end of the year and for dealing with Major Incidents.
- 11) A repayment of a Loan for £6,000 was made, leaving an outstanding loan of £16,000 (note this may be converted to a donation).

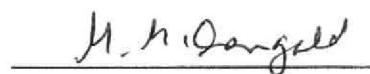
Signed by one or more
Trustees on behalf of
the Trustees and Members

Date 27-11-23



MARK STAFFORD

Print Name



M. M. DOUGLAS

Print Name



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity name

NEWARK COMMUNITY FIRST AID

On accounts for the year
ended

30th JUNE 2023

Charity no
(if any)

1152694

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 30/06/2023

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed 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 (~~other than that disclosed below *~~) in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

3/10/23

Name:

MICHAEL JOHNSON

Relevant professional
qualification(s) or body
(if any):

Retired Corporate Bank Manager

Address:

22. NORTH ROAD

RUNDINGTON

NOTTINGHAM NG11 6AD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

CC16a details **RECEIPTS AND PAYMENTS ACCOUNTS**
Charity Name **Newark Community First Aid**
Charity number **1152694**
For the period from **1 July 2022 to 30 June 2023**

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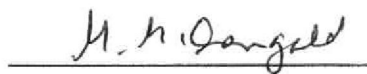
Signed by one or more
Trustees on behalf of
the Trustees and Members

Date 27-11-23



MARK STAFFORD

Print Name



M. M. DOUGLAS

Print Name