



CHARITY NO. 1155780

**REPORT OF THE TRUSTEES COVERING THE PERIOD
1 April 2020 TO 31 March 2021**

Background

Sussex 4x4 Response was entered on the Register of Charities as a Charitable Incorporated Organisation (CIO) on 13 February 2014 under charity number 1155780. It acquired the assets and liabilities of the previous unincorporated charity of the same name. This is the fifth report of the Trustees of the CIO covering the fourth year of operation since incorporation, 1 st April 2020 up to the end of the organisation's financial year on 31 March 2021.

The objects of the organisation are set out in Clause 3 of its Constitution which reads as follows "The objects of the CIO are to preserve and protect human life and property by supplementing and supporting emergency services, statutory bodies and other organisations as deemed appropriate by the Trustees in Sussex in particular, but not exclusively, by providing 4x4 vehicles and drivers."

Sussex 4x4 Response is a member of the national body, 4x4 Response UK, but is an autonomous organisation acting under the provisions of its Constitution and the control of the Charity Commission.

Activities during the period under review

In the past, and it is expected in the future, the organisation and its predecessor has provided transport services to health service organisations and emergency services during periods of adverse weather conditions and / or when vehicle access is required to locations inaccessible to non 4x4 vehicles.

For a significant portion of the period covered by this report the organisation was primarily engaged in supporting the local health services within Sussex, providing logistics in response to the COVID-19 pandemic.

This included transporting PPE items between suppliers, storage hubs, hospitals and outlying services throughout the county, transporting test samples throughout Sussex to testing locations further afield and maintaining a daily dispatch availability for months on end, only starting to wind down towards the end of 2020. This represented the busiest continuous period of operation the group has ever experienced.

Over 40 of our responders took part, driving tens of thousands of miles doing vital work for the community.

Training

Although we have been hugely limited in our ability to deliver training in this period, 2021 shows more promise overall and we hope to not only bring back our full range of training but also expand this with new courses and the increased provision for remote/e-learning.

Membership

Sussex 4x4 Response operates as a membership based organisation with an annual membership subscription fee. The total number of members is at the usual level of around 70 Responders. The membership drive continues through the media and events attended despite being limited somewhat by the pandemic.

Memoranda of Understanding with outside bodies

Arrangements between Sussex 4x4 Response and each of its major users are governed by a Memorandum of Understanding (MOU) signed with each user. The users with which the charity has concluded a Memorandum include Surrey & Sussex N.H.S. England, Sussex Police, East & West Sussex County Councils, Raynet, and a number of hospices. There is also provision for Emergency MOUs with relevant Organisations at the Trustees discretion so that the charity can assist other bodies with which it does not have a permanent MOU in place and where it is desirable to agree operating arrangements on a formal basis. Sussex 4x4 Response also assists other community and charity organisations on an ad-hoc basis where no formal MOU exists. Each request for assistance is considered by the Trustees on its merits.

Sussex 4X4 Response is regarded as a Category 3 Volunteer Responder and is an integral part of the Sussex Resilience Forum & Sussex Community Resilience Partnership. The meetings and events of these organisations are attended regularly.

In addition, there is close co-operation between Sussex 4x4 Response and other 4x4 response groups covering Kent, Surrey and Hampshire. The charity is also a member of the national co-ordinating body, 4x4 Response UK.

Command and Control Vehicle

The Command and Control Vehicle, donated by Sussex Police, continues to be a great asset. The vehicle provides a command & control platform for deployments and a highly visible focal point at events to promote the organisation and attract future members.

Finance

The Sussex 4x4 Response Charity Accounts for the year ending 31st March 2021 are contained in a separate document. Here, we would just like to make a few general comments around the financial activities. The accounts were again audited by Anthony Smith SX139, whom the Trustees and Treasurer would like to express thanks for advice and support in these matters.

We continue to ring-fence £5000 of our funds to enable us to reimburse vehicle running costs to our members whilst ourselves waiting for reimbursement from users. Overall our balance sheet continues to be healthy and sufficient to support the ongoing activities of the charity.

Management

The organisation has been operating under the direction of the Management Team and The Trustees would like to express their thanks for the commitment and energy the members of the management apply to undertaken their duties on behalf of the organisation.

The Trustees remain responsible and thus maintain an oversight of the whole operation.

Summary

The organisation is ready and able to respond to users needs all year round, membership remains strong and stable. Responders capability and training remains high and well exercised through training and events supporting many other charitable organisations. Financially the charity is strong and the assets of the group remain available for use when Required.

Alexander Barrett

A handwritten signature in black ink, appearing to be 'AB', with a long horizontal stroke extending to the right.

On behalf of The Trustees
Sussex 4x4 Response



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Sussex 4x4 Response

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

1155780

Set out on pages

1-3

(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 **31 / 03 / 2021**.

**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 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.

Signed:



Date:

21 June 2021

Name:

Anthony Smith

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

FCA

Address:

7-9 The Avenue, Eastbourne, East Sussex BN21 2YA

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.

None



SUSSEX 4X4 RESPONSE

ACCOUNTS FOR THE YEAR TO 31 MARCH 2021

Charity number 1155780

Registered as a Charitable Incorporated Organisation on 13 February 2014

Income and Expenditure Account

Sussex 4x4 Response

For the year ended 31 March 2021

	2021	2020
Income		
Membership fees	1,102	1,168
Fundraising receipts	-	927
User Groups	16,482	123
Merchandise	699	2,136
Social Events Income	-	20
Training Fees	-	205
Donations	13,759	5,477
Interest	2	20
Sundry income	45	19
Total Income	32,089	10,096
Expenditure		
Bank Fees	-	16
Equipment - Operations	299	3,997
Equipment - Membership	1,393	839
Equipment - PPE	4,143	-
Equipment - Training	29	15
Events	-	168
Fundraising	-	274
Insurance	878	206
IT - Operations	742	465
Merchandise - Shop Stock	11,762	2,069
PayPal Fees	57	32
Postage - Internal	6	-
Postage - Membership	321	8
Postage - Webshop	83	224
Printing & Stationery	10	-
Repairs & Maintenance	-	27
Social Event Costs	-	100
Subscriptions	293	108
Telephone & Internet	1,686	688
Travel - Internal	-	156
Travel - Operational (mileage paid)	7,036	640
Vehicle - Equipment	1,487	-
Vehicle - Running Costs	1,664	2,505
Training costs, room hire and exam fees	86	862
Welfare	-	35
Sundry Costs	-	52
Total Expenditure	31,974	13,484
Operating Surplus/(Deficit)	115	(3,389)

Statement of assets and liabilities

Sussex 4x4 Response As at 31 March 2021

	31 MAR 2021	31 MAR 2020
Current Assets		
Cash at bank and in hand		
Barclays Current Account	-	3,569
Coop Current	12,147	-
Barclays Savings Accounts	-	8,008
GBP PayPal	2,888	2,693
Total Cash at bank and in hand	15,035	14,270
Invoices due for settlement	-	123
Total Current Assets	15,035	14,394
Creditors		
Amounts due to suppliers	-	383
PPE member deposits held	910	-
Total Creditors	910	383
Net Current Assets (Liabilities)	14,125	14,010
Total Assets less Current Liabilities	14,125	14,010
Net Assets	14,125	14,010
Charity Reserves		
Current year surplus/(deficit)	115	(3,389)
Cumulative reserves from prior periods	14,010	17,399
Total Charity Reserves	14,125	14,010

1. Reserves policy

The Trustees have ring-fenced £5,000 of the Coop account balance for the payment of members' mileage claims in the event of authorised call-outs. This will accelerate the reimbursement of members' expenses pending settlement of invoices to user groups, which can take some time.

2. Assets retained for the charity's use

Assets owned by the CIO at the Balance Sheet date for meeting its charitable objectives are as follows: (the list is not exhaustive but shows items of more significant value, and is shown in no particular order)

Description	Quantity
Radios	112
Public address equipment	1
Display stand and promotional materials	1
Show/event shelters & gazebos	4
Events trailer	1

Generator & IT equipment for C&C vehicle	1
Mercedes Vito C&C vehicle GX05 LZN	1
Projector	1

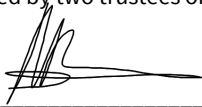
3. Guarantees and security

The Trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the Balance Sheet date the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

4. Approval

Signed by two trustees on behalf of all the trustees on

01/07/2021



Print name: Alexander Barrett - Chairman



Print name: Rob Wilson - Secretary



Section A

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Date:

21 June 2021

Name:

Anthony Smith

Relevant professional
qualification(s) or body
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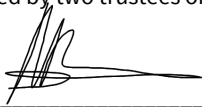
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