



**REPORT OF THE TRUSTEES COVERING THE PERIOD
1 April 2021 TO 31 March 2022**

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 2021 up to the end of the organisation’s financial year on 31 March 2022.

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. The primary activities that took place in this period continued on from the last with supporting the efforts of the county to recover during the COVID pandemic and included some PPE deliveries as well as vaccine logistics towards the end of the year. Again this presented one of the busiest periods of the group and a significant effort by all our members in providing these services.

Training

2021-2022 saw us bringing back a full range of training following on from the forced hiatus in the previous year. With both online training now being explored to good effect, as well as face to face group training again.

Membership

Sussex 4x4 Response operates as a membership based organisation with an annual membership subscription fee. The total number of members has reduced slightly and is running at around 50-60 active members during the period.

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 Response organisation and is an integral part of the Sussex Resilience Forum & Sussex Community Resilience Partnership. The meetings and events of these organisations are attended regularly. There is work ongoing in this period to move the organisation to a single coordinated MoU with the Sussex Resilience Forum.

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. Work is under way to secure an additional/replacement vehicle through our valued partnership with Sussex Police.

Finance

The Sussex 4x4 Response Charity Accounts for the year ending 31st March 2022 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

Statement of assets and liabilities

Sussex 4x4 Response

As at 31 March 2022

31 MAR 2022 31 MAR 2021

Current Assets

Cash at bank and in hand

Coop Current 8,249.15 12,147.43 Barclays Savings 0.06 0.06 GBP PayPal 1,882.37 2,887.61 **Total Cash at bank and in hand 10,131.58 15,035.10**

Invoices due for settlement 787.30 - **Total Current Assets 10,918.88 15,035.10**

Creditors

PPE member deposits held 1,110.00 910.00 **Total Creditors 1,110.00 910.00**

Net Current Assets (Liabilities) 9,808.88 14,125.10 Total Assets less Current Liabilities 9,808.88 14,125.10 Net Assets 9,808.88 14,125.10

Charity Reserves

Current year surplus/(deficit) (4,316.22) 114.89 Cumulative reserves from prior periods 14,125.10 14,010.21 **Total Charity Reserves 9,808.88 14,125.10**

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 (network and 2m)	44
Public address equipment	1
Display stand and promotional materials	1
Show/event shelters & gazebos	1
Events/equipment trailer	1
Generator, fridge & IT equipment for C&C vehicle	1
Mercedes Vito C&C vehicle GX05 LZN	1

Balance Sheet (year end) Sussex 4x4 Response
Statement of assets and liabilities

Projector and screen	1
Full first aid kits with AED	2

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

10/06/2022



Print name: Mr Alexander James Barrett



Print name: Mr Robert David Wilson

Income and Expenditure Account

Sussex 4x4 Response

For the year ended 31 March 2022

	2022	2021
Income		
Membership fees	230.90	1,101.58
User Groups	2,945.94	16,481.92
Merchandise	313.89	699.13
Donations	3,808.64	13,758.69
Interest	-	2.47
Sundry income	2.43	45.00
Equipment Sales	174.64	-
Total Income	7,476.44	32,088.79
Expenditure		
Bank Fees	0.52	-
Charitable donations	400.00	-
Equipment - Operations	199.00	298.80
Equipment - Membership	-	1,392.61
Equipment - PPE	3,102.42	4,142.73
Equipment - Training	-	28.99
Insurance	197.16	878.16
IT - Operations	1,374.25	742.38
Merchandise - Shop Stock	546.00	11,762.41
PayPal Fees	20.21	56.57
Postage - Internal	-	5.76
Postage - Membership	56.00	321.22
Postage - Webshop	25.62	82.72
Printing & Stationery	10.50	9.99
Subscriptions	152.40	293.00
Telephone & Internet	1,158.88	1,685.58
Travel - Operational (mileage paid)	1,761.24	7,036.46
Vehicle - Equipment	1,152.61	1,486.60
Vehicle - Running Costs	1,498.46	1,664.42
Training costs, room hire and exam fees	106.99	85.50
Welfare and consumables	30.40	-
Total Expenditure	11,792.66	31,973.90
Operating Surplus/(Deficit)	(4,316.22)	114.89