



Trustees' Annual Report for the period

Period start date		Period end date					
From	Day 01	Month Jan	Year 2020	To	Day 31	Month Dec	Year 2020

Section A Reference and administration details

Charity name Shropshire Staffordshire Cheshire Blood Bikes

Other names charity is known by

- SSCBB
- Shropshire & Staffordshire Blood Bikes

Registered charity number (if any) 1156212

Charity's principal address Watling Chambers, West Suite
214 Watling Street,

Cannock

Staffordshire

Postcode WS11 0BD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jeremy Cartwright	Chairman		
2	Chris Hyde	Vice Chairman		
3	Peter Allman	Secretary	Appointed 5 March 2020	SSCBB Committee
4	Karen Wollaston	Treasurer		
5	Phil Sutton			
6	Nigel Howells			
7	Mike Shewan			
8	Lynne Stone			
9	Pamela Hillier			
10	Darren Coombs			
11	Daniel Hollran			
12	Ian Bentley		Appointed 3 December 2020	SSCBB Committee
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution adopted 22 Jan 2014
(and amended 5 Oct 2016, 27 Feb 2020)

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Trustees are elected or re-elected by the members of the charity attending the Annual General Meeting (AGM), or can be appointed by existing Trustees (with member ratification at following AGM)

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees Induction and Training

Prospective Trustees are given papers that include guidance on trusteeship and the verification checks that the Charity will undertake. All Trustees are required to declare that they are eligible under Charity Commission guidelines and can pass the HMRC fit and proper persons test.

Trustees operate collectively and support each other. Training is made available through external organisations if required.

Organisation

Governance

SSCBB is led by the Board of Trustees who ensure that the charity delivers its aims. The Board of Trustees has overall responsibility for governing the charity's strategy, policy, management, finances and monitoring its performance.

Trustees meet as required, normally every 2 months, to discuss matters of strategy, policy and procedure.

Management and Running of the Charity

Management of the charity operations is by functional teams of trained volunteers: these are non-hierarchical but have ultimate accountability to the Board.

All members (Trustees, Area Leads, riders, controllers, fundraisers, speakers, trainers, assessors and bike managers) are volunteers and give their time freely receiving no remuneration or other benefit from their work with the charity.

Area meetings to which all members are invited are held monthly and are run across the three counties of Shropshire, Staffordshire and Cheshire led by Area Leaders.

Related Parties

SSCBB is a proud member of the Nationwide Association of Blood Bikes and works alongside neighbouring Blood Bike groups to provide transportation of urgently-needed blood, drugs, human tissue, donated breast milk and any other urgent medical supplies to NHS hospitals & related organisations primarily across the counties of Shropshire, Staffordshire and Cheshire and also nationwide, as part of the Blood Bike Group Network.

Blood bike groups exist across the UK and co-operate, via relays, to undertake long distance movements nationally.

Services are set up locally with the relevant hospital trusts or related organisations and documented through Service Level Agreements (SLA). Regular reviews are held with NHS management to ensure services are maintained within the SLA and amendments or new services are formally agreed.

SSCBB are privileged to have the continuing support and patronage of the Lord-Lieutenants of each of the three counties we cover (Anna Turner JP, Lord-Lieutenant of Shropshire; Ian Dudson CBE KStJ, Lord Lieutenant of Staffordshire; David Briggs MBE, KStJ, Lord Lieutenant of Cheshire.)

Risk Management Considerations

The amount and type of risk that the charity is willing to take in order to meet its strategic objectives is determined and monitored by the Trustees. Trustees take a risk-based approach to underpin decision-making about the kind of opportunities we take on.

To support growth and operational complexity, SSCBB continues to strengthen systems and processes.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Our Objective as set out in the Constitution:

“To relieve sickness and to preserve the health of the patients primarily, but not exclusively, in the Shropshire and Staffordshire area, by providing free transport services of urgently required blood products, human samples, breast milk, patient notes and medical equipment, not normally provided by the statutory authorities or NHS Trusts, that would normally be paid for by the said Trusts, allowing essential funds to be diverted back into patient care.”

SSCBB operate to ensure flexible & secure transport, using a 100% volunteer-supported and funded team.

In some cases, the flexibility and zero cost of the service has facilitated treatment regimes that may otherwise not have taken place and in this way the charity adds incremental value to that which the NHS already delivers and directly benefits local communities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In 2020 over 5300 free of charge deliveries were made by volunteer riders and controllers, using the charity's fleet of 16 specially adapted motorcycles. In doing so over 260,000 miles were covered. Compared to 2019, jobs increased 15%, with an associated mileage increase of 22%.

The fundraising and speaker teams were severely challenged in 2020, due to restrictions placed during controls around the Covid-19 pandemic. However, their core objectives remained

- raising awareness of our activities supporting the NHS and
- securing sufficient donations

The fundraising through donations and reduced talks (by video conference) enabled us to not only maintain our 365 day, 24 hour service across the 3 counties, but also to continue planned bike replacement as needed, invest in systems and training and maintain a reserve of funds ensuring that the charity and its important service is resilient and has future stability. During the year we purchased 5 new Yamaha FJR1300 bikes, to refresh our fleet, allowing us to retire three longer serving bikes.

This year we have continued to build on the success of our team-based approach to running SSCBB. A large number of volunteers are now involved in teams, (many across more than one team,) supporting various areas of charity activity. We have extended the team structure to include support for mentoring new controllers, statistical analysis & reporting, systems development and FMT transport coordination. Teamwork is very much part of the fabric of SSCBB and absolutely key to ongoing success.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our volunteer base showed a net reduction during the year, finishing with 360 down 5% from 2019, while still maintaining sufficient volunteers to cover all requisite roles and activities.

Many volunteers have trained in multiple roles (Rider, Controller, Speaker, Fundraiser) which serves to strengthen and support a very flat operational structure.

Summary of the main achievements of the charity during the year

Six years of significant growth has been followed in 2020 by a year of overall consolidation with growth in specific areas.

When the pandemic became a reality in early 2020, SSCBB trustees met and agreed to maintain and even expand our core service whilst suspending all group meetings, talks, fundraising and other face to face activities. We were fortunately able to draw on our financial reserves and were confident we could continue to provide our vital service even with much reduced fundraising. The trustees were really proud of the way members rapidly adapted to the changing circumstances throughout the year and ensured that our service 'never missed a beat'.

We initially saw a reduction in demand for some work as hospitals cancelled elective surgeries, but workload soon increased with new services coming on stream to support the NHS in battling the virus. For example, we began making urgent deliveries of PPE to remote surgeries and care homes, medical devices and medicines direct to patient homes, pulse oximeters to care homes, Covid 19 swab samples for analysis and even Wi-Fi enabled tablets to allow remote consultations.

Compared to 2019 our mileage increased by 22% and jobs by 15%. Fleet maintenance was kept to its usual high standard and we continued to replace bikes as they neared the end of their service life with five new ones joining the fleet. This was all possible due to the continued dedication of our volunteers who excelled themselves in maintaining 24-hour cover throughout the pandemic, as well as all of the vital background services and continued engagement with customers and supporters.

In common with other charities our fundraising was severely impacted with funds raised in 2020 being only 56% of the previous year. However, the reserves we had established over the years ensured our service was never under threat. We are especially grateful to loyal supporters who continued to contribute in 2020 and to new donors who have been inspired by the service we provide.

Section E**Financial review****Brief statement of the charity's policy on reserves**

SSCBB aims to hold monies in reserve to cover a minimum of 12 months of operational and capital costs.

The Charity also recognises there exist several potential opportunities to expand services further and holds additional reserve of £40k to cover initial capital costs and operating cost of new services.

In light of changing funding rates and increased operational activity, the Reserves Policy is being reviewed in 2021.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

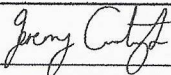

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jeremy Cartwright	Peter Allman
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	18th August 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Shropshire Staffordshire Cheshire Blood Bikes

1156212

Receipts and payments accounts

CC16a

For the period
from

Period start date
1st January 2020

To

Period end date
31st December 2020

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership	480	-	-	480	30
Merchandise Sales	2,769	-	-	2,769	1,992
Fund Raising	2,987	-	-	2,987	9,853
Donations & Grants	81,519	-	-	81,519	145,064
Talks	7,301	-	-	7,301	21,517
Gift Aid	3,564	-	-	3,564	1,197
Investment Income	1,225	-	-	1,225	-
	-	-	-	-	-
Sub total (Gross income for AR)	99,845	-	-	99,845	179,653
A2 Asset and investment sales, (see table).					
Sale of Assets	10,500	-	-	10,500	6,217
	-	-	-	-	-
Sub total	10,500	-	-	10,500	6,217
Total receipts	110,345	-	-	110,345	185,870
A3 Payments					
Insurance	11,207	-	-	11,207	10,390
Fuel	18,137	-	-	18,137	18,380
Advertising	4,158	-	-	4,158	6,855
Repairs	22,442	-	-	22,442	14,970
Printing, Post & Stationery	992	-	-	992	1,419
Fund Raising	767	-	-	767	1,822
Goods for Resale	2,432	-	-	2,432	8,685
Miscellaneous Purchases	132	-	-	132	971
Annual Fees & Charity Expenditure	2,312	-	-	2,312	2,608
Bank Charges	401	-	-	401	700
Accountancy	960	-	-	960	-
Prior Years VAT Adjustment	2,255	-	-	2,255	-
Sundries	561	-	-	561	595
Sub total	66,756	-	-	66,756	67,395
A4 Asset and investment purchases, (see table)					
Motorcycles	55,779	-	-	55,779	25,500
Rider Log Development	7,008	-	-	7,008	-
Sub total	62,787	-	-	62,787	25,500
Total payments	129,543	-	-	129,543	92,895
Net of receipts/(payments)	- 19,198	-	-	- 19,198	92,975
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	363,109	-	-	363,109	270,134
Cash funds this year end	343,911	-	-	343,911	363,109

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Accounts	325,299	-	-
		-	-	-
		-	-	-
	Total cash funds	325,299	-	-

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK


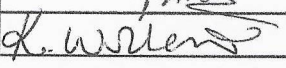
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	VAT Unreclaimed	18,612	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Various Motorcycles:		-	-
	BMW F800 GT WD65OKK		-	-
	Yamaha FJR 1300 LC66HZS		-	-
	Yamaha FJR 1300 LG66OHV		-	-
	BMW F800 GT LD17GWP		-	-
	BMW F800 GT BX18NXH		-	-
	BMW F800 GT BX18NXV		-	-
	Yamaha FJR 1300 LG18TNV		-	-
	BMW F800 GT BG68WTF		-	-
	Yamaha FJR 1300A LA67GYN		-	-
	Yamaha FJR 1300A LA67YPR		-	-
	Yamaha KV69AVO		-	-
	Yamaha KV69AVY		-	-
	Yamaha FJR 1300 PE70NWS			
	Yamaha FJR 1300 PJ20NSU			
	Yamaha FJR 1300 PJ20NSV		-	-
	Yamaha FJR 1300 PJ20NSY		-	-
	Yamaha FJR 1300 PJ20NSZ		-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Peter Allman	27/08/21
	KAREN WOLLASTON	31/08/21



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Shropshire Staffordshire Cheshire Blood Bikes

**On accounts for the year
ended**

31st December 2020

**Charity no
(if any)**

1156212

Set out on pages

7 to 8

(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 31/12/2020.

**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:

24/9/2021

Name:

Robert Morris

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

FCA

Address:

Lyon Griffiths (Audit & Accounting) Limited

17 Alvaston Business Park, Middlewich Road,

Nantwich. CW5 6PF

Section B

Disclosure

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.**