



Trustees' Annual Report for the period

From

Period start date

01 June 2022

To Period end date

31 May 2023

Charity name

BLOOD BIKES CUMBRIA

Other names charity is known by

Registered charity number (if any) 1159026

Charity's principal address

Unit 8A, Port Road Business Park

CARLISLE

Cumbria

Postcode

CA2 7AF

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 appoint trustee (if any)
1	James Ernest WHITE	Chairperson	Whole Year	Executive Committee
2	Ian WALBY	Vice Chairman	Whole Year	Executive Committee
3	Ruth Louise HETHERINGTON	Operations Manager	Whole Year	Executive Committee
4	John Mathieson BEATTIE		Whole Year	Executive Committee
5	Graeme Thompson CRESWELL		Whole Year	Executive Committee
6	Charles James PAYNE		w.e.f 01.12.23	Executive Committee
7	Geoffrey Charles WEBSTER		w.e.f. 01.12.23	Executive Committee
8	Matthew James HODGSON		w.e.f 06.11.22	Executive Committee
9	Christine SLATER	Secretary	Whole Year	Executive Committee
10	Andrew William HOUGHTON	Fleet Manager	Whole Year	Executive Committee
11	Denzil Vernon ADDISON	Treasurer	Whole Year	Executive Committee
12				
13				
14				
15				
16				
17				
18				
19				

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
External Examiner	Joanne Thomlinson	
	Dodd & Co. Limited	FIFTEEN, Montgomery Way, Rosehill Industrial Estate, CARLISLE CA1 2RW

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

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Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by Executive Committee

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.

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

To relieve sickness and protect health in the community by the provision of a free daily out-of-hours medical courier service to the North Cumbria Integrated NHS Foundation Trust Hospitals for the transport of blood samples, human tissue samples, patient records and other medical requirements between the Trust's hospitals in Cumbria and to the NHS Regional Blood Transfusion Service and NHS Laboratories in surrounding areas.

To provide a free daily out-of-hours medical courier service in conjunction with Northumbria Blood Bikes for the delivery of blood and plasma from the Blood Bank in Newcastle to the Great North Air Ambulance base at Langwathby near Penrith.

In delivering our core objectives, we

Provide a scheduled daily return medical courier service between the West Cumberland Hospital in Whitehaven and the Cumberland Infirmary in Carlisle for the North Cumbria Integrated NHS Foundation Trust Hospitals.

Provide a scheduled daily return medical courier service in conjunction with Northumbria Blood Bikes between the Cumberland Infirmary in Carlisle and the Royal Victoria Infirmary, the Freeman Hospital and the NHS Blood Donor Centre in Newcastle for the North Cumbria integrated NHS Foundation Trust Hospitals.

Provide a daily out-of-hours on call medical courier service to the north Cumbria Integrated NHS Foundation Trust Hospitals for the delivery of medical samples and patient records between the Trust's hospitals and to the NHS Regional Blood Transfusion Service and NHS Laboratories in surrounding areas.

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)

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.

Summary of the main achievements of the charity during the year

Service Delivery

We carried out 1016 scheduled runs and 868 call outs making a total of 1884 for the year.

We collected from or delivered to 6 NHS Hospital Trust locations and an additional 35 sub locations. We also collect and deliver to the GNAAS heliport at Langwathby Penrith on a daily basis.

Vehicle Fleet

There have been no changes in our vehicle fleet ,all of which are between four and six years old. Fleet currently comprises:

4 Yamaha FJR1300 Motorbikes
2 BMW F800 Motorbikes
5 Mazda CX-3 Cars
2 Support trailers

Financial Support

During the year, we have received financial support in the form of, collections, donations and grants to the tune of £ 74702.00 £11162.00from HMRC in refunds of VAT..

Membership

We have a current membership of 154 members comprising of riders 79, Drivers 21, Controllers 18, Fundraisers (including 7 junior fundraisers) 24, Friends 12.

Brief statement of the charity's policy on reserves

We aim to maintain a minimum bank balance of one year's running costs in line with the charities Commission's recommendations.

With running costs (exclusive of capital purchases) for 2022 / 2023 of **£86,957.00** and a year-end balance of **£159,530** we have 1.83 years annual running costs in hand.

Details of any funds materially in deficit

There are **NO** funds in deficit

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.

Sources of Funding

Section F Other optional information

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

James Ernest White

Denzil Vernon Addison

Position (eg Secretary, Chair, etc)

Chairperson

Treasurer

Date

12/01/2024



Receipts and payments accounts

CC16a

For the period
from

01/06/2022

To

31/05/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations and grants	74,702	-	-	74,702	79,488
Memberships	255	-	-	255	300
Fund raising	5,419	-	-	5,419	3,120
Interest	1,568	-	-	1,568	211
HMRC VAT refunds	11,162	-	-	11,162	10,084
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	93,106	-	-	93,106	93,203
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	93,106	-	-	93,106	93,203
A3 Payments					
Repairs and renewals (including bikes and vehicles)	15,682	-	-	15,682	14,602
Air vests and helmets	3,508	-	-	3,508	3,422
Fuel	18,504	-	-	18,504	21,688
Promotional material and equipment	3,837	-	-	3,837	2,423
Printing, postage and stationary	636	-	-	636	547
Insurance and licences	11,669	-	-	11,669	11,477
Premises costs	25,393	-	-	25,393	22,651
Sundry expenses	5,561	-	-	5,561	5,135
Donations	2,166	-	-	2,166	3,618
Sub total	86,957	-	-	86,957	85,563
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	86,957	-	-	86,957	85,563
Net of receipts/(payments)	6,149	-	-	6,149	7,640
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	153,381	-	-	153,381	145,741
Cash funds this year end	159,530	-	-	159,530	153,381

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	159,450	-	-
	Cash float	80	-	-
		-	-	-
	Total cash funds	159,530	-	-
	account(s)	OK	OK	OK
B2 Other monetary assets		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	Yamaha FJR 1300 - LG67 DDL	Restricted	14,250	-
	Yamaha FJR 1300 - LG67 DDV	Restricted	14,250	-
	Mazda CX3 - PY67 BXX	Restricted	19,513	-
	Mazda CX3 - PY67 BXR	Unrestricted	17,847	
	Mazda CX3 - PY18 UWB	Unrestricted	17,847	
	Yamaha FJR 1300 - LD18 UZW	Restricted	14,250	
	Yamaha FJR 1300 - LC68 FKM	Unrestricted	14,250	
	BMW F800 - LE19 GMZ	Unrestricted	11,342	
	Mazda CX3 - PF19 XZD	Unrestricted	18,017	
	Mazda CX3 - YH18 ELO	Unrestricted	13,966	-
	BMW F800 - FE19 SBU	Unrestricted	11,342	-

	Details	Fund to which	Amount due	When due
B5 Liabilities			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval

Blood Bikes Cumbria
Unit 8A
Port Road Business Park
CARLISLE
CA2 7AF

Dodd & Co Limited
Chartered Accountants
FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
CARLISLE
CA1 2RW

Ref: JT/ZLB/B1804


Dear Sirs

This representation letter is provided in connection with your preparation and examination of the financial statements of the charity for the year ended 31 May 2023.

1. We acknowledge as trustees our responsibility for preparing financial statements, in line with charity accounting regulations, and for making accurate representations to you.
2. All accounting records and relevant information have been made available to you for the purpose of your preparation of the accounts and all transactions undertaken by the charity have been properly reflected and recorded in the accounting records or other information provided to you. All other records and related information, including minutes of all trustee and members' meetings, have been made available to you.
3. We acknowledge our responsibility for the design and implementation of appropriate systems of internal control to prevent and detect error and fraud. We confirm that we have disclosed to you the results of our own assessment of the risk of fraud in the charity.
4. There have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former trustees, employees, regulators or others.
5. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its operations. The charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
6. The charity has satisfactory title to all assets and there are no liens or encumbrances on the assets.
7. We confirm that we are not aware of any matters of material significance that should be reported to the Charity Commission.
8. We confirm the financial statements are free of material misstatements, including omissions.
9. We confirm that there have been no grants, donations or other income, including those subject to special terms or conditions or received for restricted purposes.

We confirm to the best of our knowledge and belief that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Signed on behalf of the Board of Trustees:

 _____ Trustee: 12/1/24 Date:

 _____ Trustee: 12 JAN 24 Date: