



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 31st June 2020
Period end date

Period start date To 1st July 2021

Charity name: Norfolk and Suffolk 4x4 Response

Charity registration number: 1159427

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO PRESERVE AND PROTECT HUMAN LIFE AND PROPERTY, IN PARTICULAR BUT NOT EXCLUSIVELY, BY PROVIDING EQUIPMENT, VEHICLES AND OTHER RESOURCES TO OFFER SUPPORT IN ADVERSE CONDITIONS
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Charity maintained a list of trained members willing to respond to requests for assistance from our User Services (typically Emergency Services, Local Authority, NHS Trusts etc., other Voluntary Organisation or Charities), and also a callout system to enable requests to be managed and passed to members. Support was provided to other voluntary organisations over the course of the year when COVID regulations were relaxed. In addition, a large amount of resource was expended by the group to provide emergency logistical support to the NHS both during Storm Darcy as well as the COVID pandemic. As per Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2 the Trustees had regard to the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance would be relevant (none during the period)
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers have participated in a number of events over the last year to provide an emergency response and paid for this out of their own funds. For these specific events, no reimbursement has been provided by prior agreement.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The charity has provided an on-call service to Norfolk Lowland Search and Rescue to provide logistical support during a search, freeing up other volunteers to perform the searches on foot. We have enabled various fund raisers and public event to take place because of the service we provide. Several events would not be able to go ahead without our service. Examples being Cancer Research Race for Life, Diss MCC enduro and various other charity fund raisers. The charity has played a large role in the transport of key NHS personnel during Storm Darcy. In addition we provided a quick and cost effective logistics solution for COVID related deployments.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	Fund raising activities through providing our service have been steady and while no amount is guaranteed, we have been able to raise enough to cover our operating costs and put funding towards additional equipment for the group.

Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Strong. In excess of 3 years operating costs held in reserve. Surplus has been accumulated to enable the purchase of additional equipment for the membership to utilise.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity aims to keep at least 2 years operating costs in reserves to enable us to withstand any temporary financial difficulties. The group relies on donations which cannot always be guaranteed.
Amount of reserves held	Para 1.22	£9000
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Donations, membership fee's.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		None
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees selected at AGM on a voluntary basis.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Norfolk and Suffolk 4x4 Response is part of the umbrella organisation 4x4 Response UK.
Relationship with any related parties	Para 1.51	4x4 Response UK provides guidance at a national level on how groups should operate and provides a communication medium between groups.
Other		

Reference and Administrative details

Charity name	Norfolk and Suffolk 4x4 Response
Other name the charity uses	
Registered charity number	1159427
Charity's principal address	40 Hazel Rise, Claydon, Ipswich, Suffolk, IP6 0DB

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	Kalvin Mcleod			
2	Adam Benjamin Bester			
3	Ross Spencer			
4	David John Baker			
5	Nicholas John Heywood			
6	Darren Southernwood			
7	Nicholas Williams Hindle			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	A.B.Bester	
Full name(s)	Adam Benjamin Bester	Kalvin Mcleod
Position (eg Secretary, Chair, etc)	Chaiman	Vice Chairman
Date	05/07/21	

NORFOLK AND SUFFOLK

4x4

RESPONSE

Norfolk and Suffolk 4x4 Response

Accounts breakdown for end of year

Report period 1st July 2020 - 30th June 2021

	Month	Income	Expenditure
2020	July	£ 175.00	£ 54.02
	August	£ 8,742.82	£ 329.10
	September	£ 238.22	£ 1,080.87
	October	£ 1,366.05	£ 1,744.52
	November	£ 71.00	£ 139.65
	December	£ 1,430.00	£ 1,480.00
2021	January	£ 299.62	£ 525.02
	February	£ 82.80	£ 959.77
	March	£ 597.45	£ 1,553.60
	April	£ 1,242.45	£ 249.25
	May	£ 1,036.20	£ 574.00
	June	£ 1,448.75	£ 1,075.38
Subtotal		£ 16,730.36	£ 9,765.18

Balance on 1st July 2020	£ 11,355.17
Balance on 30th June 2021	£ 18,205.35

Profit / Loss for year 2020 - 2021	£ 6,850.18
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Incoming				Expenditure				
03/08/2020	Covid grant Norfolk Council	£ 7,500.00		FY 20-21	Forum & website server	£ 72.00		
12/08/2020	Paypal donations	£ 92.82		FY 20-21	Walkiefleet server	£ 119.47		
14/08/2020	Broadland DC donation	£ 1,000.00		FY 20-21	Munning Supplies (Club clothes)	£ 300.30		
07/09/2020	WR Events Donation	£ 150.00		FY 20-21	TTNC Hunt Line	£ 24.00		
02/10/2020	EA CAT Donation	£ 29.70		24/08/2020	Zurich insurance	£ 117.77		
21/10/2020	NCC Mileage donation	£ 331.35		21/09/2020	4x4R National Fee	£ 40.00		
23/10/2020	South Norfolk DC donation	£ 1,100.00		21/09/2021	Ingenso Limited - SIM purchase	£ 998.40		
23/11/2020	EA CAT Donation	£ 36.00		21/09/2021	Stamps to post Membership cards	£ 13.00		
11/12/2020	ARG Grant Broadland DC	£ 1,000.00		23/10/2020	Display trailer purchase	£ 1,100.00		
22/12/2020	Bike Events donation	£ 400.00		10/12/2020	UK 4x4 CB Centre Radio purchase	£ 1,450.00		
18/01/2021	Zoom overpayment refund	£ 47.02		18/01/2021	Zoom account	£ 190.90	Note: Part refunded due to overcharge	
28/01/2021	EA CAT Donation	£ 192.60		18/01/2021	EATCAT Vehicle loan	£ 25.00		
09/02/2021	Cash donation	£ 10.00		03/02/2021	Sign ID - Magnetic NHS signs	£ 85.00		
01/03/2021	ID Cards for NW4x4R	£ 32.00		FY 20-21	ID Card Printer supplies	£ 113.40		
22/03/2021	Vehicle signs	£ 23.00		22/03/2021	Sign ID - Magnetic signs	£ 110.00		
24/03/2021	South Norfolk DC donation	£ 437.05		06/04/2021	Trailer equipment	£ 160.00		
01/04/2021	ID Cards for NW4x4R	£ 32.00		04/05/2021	Walkiefleet OTA licence	£ 192.00		
16/04/2021	NCC Mileage donation	£ 1,210.45		17/05/2021	Trailer livery EPS Transfers	£ 256.00		
17/05/2021	SCC Mileage donation	£ 978.20		FY 20-21	ARM (Advanced Responder Manager)	£ 180.00		
18/05/2021	ID Cards for NW4x4R	£ 38.00		FY 20-21	Mileage for all applicable tasks	£ 4,217.94		
24/05/2021	Amazon donation	£ 5.00						
25/06/2021	Broadland DC mileage donation	£ 1,365.75						
FY 20-21	Shop purchases	£ 209.42						
	Member fee July	£ 175.00						
	Member fee August	£ 50.00						
	Member fee September	£ 35.00						
	Member fee October	£ 5.00						
	Member fee November	£ 35.00						
	Member fee December	£ 30.00						
	Member fee January	£ 60.00						
	Member fee February	£ 30.00						
	Member fee May	£ 15.00						
	Member fee June	£ 75.00						

	Total Income	£ 16,730.36			Total Expenditure	£ 9,765.18			