



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From (period start date): 01/06/2023 To (period end date): 31/05/2024

Charity name: Northwest 4x4 Response

Charity registration number: 1164332

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the CIO is 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	Provision of transport for staff and service users of MoU partners, such as NHS trusts or emergency services, in adverse weather conditions and during pre-booked events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In preparing this report trustees have had regard to the guidance issued by the Charity Commission on public benefit (see links below*)

*https://assets.publishing.service.gov.uk/media/5a817021ed915d74e6232442/PB1_The_public_benefit_requirement.pdf

*<https://www.gov.uk/government/publications/public-benefit-reporting-pb3/public-benefit-reporting>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	Apart from a small administrative membership fee, volunteers' contributions are non-financial.
Other		A new and updated constitution was adopted, in accordance with the previous constitution from 2015, by the AGM on 15 November 2021.

		All trustees and those holding committee positions are volunteers and members of the CIO. The board of trustees oversees the operational committee which looks after day to day running of the CIO. Northwest 4x4 Response is a member of the national organisation 4x4 Response UK. Policies currently in place: -Health & Safety Policy -EDI Policy -Child & Vulnerable Person Safeguarding Statement -Support & Supervision Policy (replaced the previous Disciplinary Procedure in February 2025) The CIO is autonomous but is guided in national policy by the umbrella organisation of 4x4 Response UK. Trustees communicated by way of instant messaging facilities and a dedicated online area solely for the trustees of the charity.
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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	During this reporting period, the board of trustees continued with four members, including three trustees elected to trusteeship and the chair of the committee who is an ex official trustee by virtue of being the chair of the operational committee. In accordance with the constitution, the longest serving trustee, Steve McFarlane, resigned with effect of the AGM in November 2023 and stood for re-election in which he succeeded. Following the AGM, the board of trustees elected a new chair from the trustees by simple vote at the first trustees' meeting after the AGM. The vote was unanimous and elected Jon Boyd to the position of chair. The Trustees have finished the review of all of the charity's policies and have implemented the new Support and Supervision Policy. The policy review started in 2021 is now complete. During this reporting period, the board of trustees usually held monthly meetings.

		In addition, there have been extraordinary meetings when urgently required and several planning meetings in preparation of the AGM. Furthermore, the board of trustees has: - assisted the committee with the return of group property following the removal of a group member in Oct Disciplinary issues - liaised with other third sector organisations - helped the committee with decisions regarding the training programme and adoption of a new volunteer management system (SARSYS).
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	successfully conducted multiple deployments
Performance of fundraising activities against objectives set	Para 1.41	In the reporting period, we raised the following funds: - revenue from deployments: £9,919 - fundraising stall at events: £1,364 - donations: £1,211 These are excellent results.
Investment performance against objectives	Para 1.41	Not applicable
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the reporting period, the CIO had £6,089 in its bank account.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds a small reserve fund in order to reimburse fuel claims in a timely manner.
Amount of reserves held	Para 1.22	Our reserve is an agreed amount of £500
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

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	• charges to service users for deployments (NHS, LRFs and events) • membership fees • fundraising stalls at events
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	-Lack of funding -Lack of engagement from members with the running of the CIO
Other		

Structure, Governance and Management

Description of charity's trusts:		
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 are elected at the AGM constitution (section 13.1.a-c): (a) At every subsequent annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire; (b) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot; (c) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (2) of this clause;

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	Currently new trustees are given a link to the constitution and the Charity Commission's Trustee Welcome Pack: https://www.gov.uk/government/publications/charity-trustee-welcome-pack/charity-trustee-welcome-pack However, it is planned to draft a more in-depth induction procedure in 2025 which may incorporate training.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	NW4x4R is a member of the national umbrella organisation 4x4 Response UK.
Relationship with any related parties	Para 1.51	Among the national network of 4x4 Response, NW4x4R is seen as a leader in terms of best practice and maintains mutually beneficial relationships with neighbouring response groups.
Other		

Reference and Administrative details

Charity name	Northwest 4x4 Response
Other name the charity uses	NW4x4R
Registered charity number	1164332
Charity's principal address	Office 119, Liscard Business Centre, The Old School House, 188 Liscard Road WALLASEY, Merseyside CH44 5TN

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not whole year	Name of person/body entitled to appoint
Stephen McFarlane	Chair of Trustees until January 2024, then trustee	n/a	n/a
Jon Boyd	Trustee until January 2024, then chair of trustees	n/a	n/a
Cosima Doerfel Hill	Trustee	n/a	n/a
Thomas Doerfel Hill	Ex-Officio Trustee (chair of the operational committee)	n/a	n/a

Corporate trustees – names of the directors at the date the report was approved - **n/a**

Director name		
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Name of trustees holding title to property belonging to the charity - **n/a**

Trustee name	Dates acted if not for whole year	
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Funds held as custodian trustees on behalf of others - **n/a**

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)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

Declarations

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

Signed on behalf of the charity’s trustees

Signatures	<i>SJMacfarlane</i>	
Full names	Stephen James Macfarlane	Cosima Doerfel Hill
Positions	Chair of Trustees (since September 2024)	Trustee
Date	27/03/2025	27/03/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
North West 4x4 Response

No (if any)
1164332

Receipts and payments accounts

CC16a

For the period
from

Period start date
1/6/2023

To

Period end date
31/5/2024

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					
Revenue	9,919	-	-	9,919	5,346
Fundraising	1,364	-	-	1,364	-
Donations	1,211	-	-	1,211	2,636
Uniform & Shop membership	545	-	-	545	1,877
bank interest	660	-	-	660	513
	4	-	-	4	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,703	-	-	13,703	10,372
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,703	-	-	13,703	10,372

A3 Payments

reclaimed expenses	193	-	-	193	246
Rent & Insurance	488	-	-	488	534
Communications	5,236	-	-	5,236	4,133
general Admin	413	-	-	413	3,003

Reclaimed milage payments	3,801	-	-	3,801	5,446
Advertising (webpage)	263	-	-	263	625
AGM cost	63	-	-	63	-
Bank Charges	156	-	-	156	-
Cost of sales(uniform, fundraising)	1,014	-	-	1,014	421
Sub total	11,627	-	-	11,627	14,408

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	

Total payments	11,627	-	-	11,627	14,408
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Net of receipts/(payments)	2,076	-	-	2,076	- 4,036
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,013	-	-	4,013	8,284
Cash funds this year end	6,089	-	-	6,089	4,248

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		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-

	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	Large Trailer		-	-
			-	-

	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
SJMacfarlane	Stephen James Macfarlane	27/03/2025
C.Doerfel Hill	Cosima Doerfel Hill	27/03/2025