



## Trustees' Annual Report for the period

From 1<sup>st</sup> Dec 2022 Period start date To 30<sup>th</sup> Nov 2023 Period end date

Charity name: Eastbourne Area Community First Responders

Charity registration number: 1164643

## Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | The relief of sickness and the preservation and protection of good health                                                                                                                            |
| 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 | Attend medical emergencies as directed by South East Coast Ambulance Service and to train the general public in general life saving skills including CPR and use of an AED                           |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | Our charity is purely for the public benefit in assisting them in time of need and the Trustees have no other remit than to ensure all volunteers look to ensuring good health of the general public |

## 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      |  |
| 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      | <p>As part of our role working alongside South East Coast Amb Service we attended 999 calls totalling approx. 680 patients. After assessing patients we treated them until arrival of a Paramedic crew.</p> <p>We also attended some 48 patients who had fallen at home and needed assistance to get off the floor. To this end our Responders had received extra training to use specialised lifting equipment. This is part of a scheme to relieve pressure on emergency ambulance crews and allowed much earlier arrival of Community Responders to attend and treat these cohort of patients. This early attendance helps to relieve the long term effects of 'long lies' and reduces the need for hospitalisation.</p> <p>As part of our commitment to teach the public CPR and use of an AED we attended several local community groups and schools to equip the community with the skills required to give CPR and use an AED on patients suffering Cardiac Arrests, the most serious of medical emergencies.</p> <p>Together with attendance at public exhibitions we trained in excess of 1700 adults and children in basic life saving skills</p> |

### 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 |  |
| 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 | The financial position of the charity at end of year is healthy with nothing to concern the Trustees                  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | Reserve funds are held for storage costs and maintenance and fuel for vehicles to ensure future running costs are met |
| Amount of reserves held                                                          | Para 1.22 | £6000.00                                                                                                              |
| 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 | None                                                                                                                  |

### 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 |  |
| 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<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | None                                              |
| How is the charity constituted?<br>(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 | Voting my members at AGM of candidates nominated. |

### 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 |  |
| Relationship with any related parties                                                     | Para 1.51 |  |
| Other                                                                                     |           |  |

### Reference and Administrative details

|                             |                                              |
|-----------------------------|----------------------------------------------|
| Charity name                | Eastbourne Area Community First Responders   |
| Other name the charity uses | None                                         |
| Registered charity number   | 1164643                                      |
| Charity's principal address | 7 Collington Close<br>Eastbourne<br>BN20 7EX |
|                             |                                              |

### 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  | Keith Welch      |                 |                                   |                                                               |
| 2  | Betty Stephens   | Treasurer       |                                   |                                                               |
| 3  | Alec Stephens    | Chair           |                                   |                                                               |
| 4  | Richard Bradford | Team Leader     |                                   |                                                               |
| 5  | Paul Crouch      |                 |                                   |                                                               |
| 6  | Charlotte Senior |                 |                                   |                                                               |
| 7  | Lesley Piper     |                 |                                   |                                                               |
| 8  |                  |                 |                                   |                                                               |
| 9  |                  |                 |                                   |                                                               |
| 10 |                  |                 |                                   |                                                               |
| 11 |                  |                 |                                   |                                                               |
| 12 |                  |                 |                                   |                                                               |
| 13 |                  |                 |                                   |                                                               |
| 14 |                  |                 |                                   |                                                               |
| 15 |                  |                 |                                   |                                                               |
| 16 |                  |                 |                                   |                                                               |
| 17 |                  |                 |                                   |                                                               |
| 18 |                  |                 |                                   |                                                               |
| 19 |                  |                 |                                   |                                                               |
| 20 |                  |                 |                                   |                                                               |

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                                                                               | None |
| 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

|  |
|--|
|  |
|--|

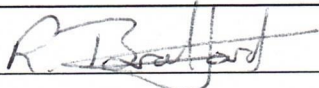
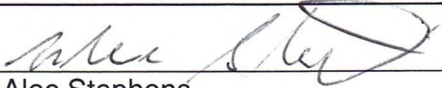
## Other optional information

|  |
|--|
|  |
|--|

Declarations

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

Signed on behalf of the charity's trustees

|                                     |                                                                                   |                                                                                    |
|-------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| Signature(s)                        |  |  |
| Full name(s)                        | Richard Bradford                                                                  | Alec Stephens                                                                      |
| Position (eg Secretary, Chair, etc) | Team Leader                                                                       | Chair                                                                              |
| Date                                | 30 / 01 / 2024                                                                    |                                                                                    |



## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/12/2022

To

Period end date  
30/11/2023

### Section A Receipts and payments

|                                                       | Unrestricted<br>funds<br>to the nearest £ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|-------------------------------------------|-----------------------------------------|----------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                           |                                         |                                        |                                 |                               |
| Donations                                             | 12,012                                    | 965                                     | -                                      | 12,977                          | 3,665                         |
| Fundraising                                           | 3,485                                     | 192                                     | -                                      | 3,677                           | 3,495                         |
| Grants                                                | 4,483                                     | -                                       | -                                      | 4,483                           | 33,915                        |
| Interest                                              | 255                                       | -                                       | -                                      | 255                             | 9                             |
| Sale of Equipment                                     | 1,918                                     | -                                       | -                                      | 1,918                           | 550                           |
| Defibrillator Consumable Sales                        | 428                                       | 1,234                                   | -                                      | 1,662                           | 2,535                         |
| Fuel Repayments                                       | 170                                       | -                                       | -                                      | 170                             | 746                           |
| Heartbeat Courses                                     | -                                         | -                                       | -                                      | -                               | 446                           |
| Gift Aid                                              |                                           |                                         |                                        |                                 | 1,393                         |
| <b>Sub total (Gross income for AR)</b>                | <b>22,751</b>                             | <b>2,391</b>                            | <b>-</b>                               | <b>25,143</b>                   | <b>46,754</b>                 |
| <b>A2 Asset and investment sales, (see table).</b>    |                                           |                                         |                                        |                                 |                               |
|                                                       | -                                         | -                                       | -                                      | -                               | -                             |
|                                                       | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>22,751</b>                             | <b>2,391</b>                            | <b>-</b>                               | <b>25,143</b>                   | <b>46,754</b>                 |
| <b>A3 Payments</b>                                    |                                           |                                         |                                        |                                 |                               |
| Motor Expenses                                        | 2,008                                     | -                                       | -                                      | 2,008                           | 4,761                         |
| Equipment Purchase                                    | 9,706                                     | 1,351                                   | -                                      | 11,057                          | 7,205                         |
| Room Hire and Rent                                    | 1,153                                     | -                                       | -                                      | 1,153                           | 900                           |
| Insurance                                             | 2,472                                     | -                                       | -                                      | 2,472                           | 653                           |
| Gifts and Donations                                   | 897                                       | -                                       | -                                      | 897                             | 130                           |
| IT Costs                                              | 1,536                                     | -                                       | -                                      | 1,536                           | 489                           |
| Defibrillator Consumable Purchases                    | -                                         | 1,346                                   | -                                      | 1,346                           | 6,711                         |
| Uniforms                                              |                                           | -                                       | -                                      | -                               | 843                           |
| Training Costs                                        | 15                                        |                                         |                                        | 15                              | 1,268                         |
| Fundraising Costs                                     | 16                                        |                                         |                                        | 16                              | 308                           |
| Admin Costs                                           | 238                                       |                                         |                                        | 238                             | 617                           |
| Printing and Stationery                               | 458                                       |                                         |                                        | 458                             | 185                           |
| Recruitment Costs                                     |                                           |                                         |                                        |                                 | 130                           |
| Advertising                                           | 100                                       | -                                       | -                                      | 100                             | -                             |
| <b>Sub total</b>                                      | <b>18,599</b>                             | <b>2,697</b>                            | <b>-</b>                               | <b>21,296</b>                   | <b>24,200</b>                 |
| <b>A4 Asset and investment purchases, (see table)</b> |                                           |                                         |                                        |                                 |                               |
|                                                       | -                                         | -                                       | -                                      | -                               | -                             |
|                                                       | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>18,599</b>                             | <b>2,697</b>                            | <b>-</b>                               | <b>21,296</b>                   | <b>24,200</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>4,153</b>                              | <b>- 306</b>                            | <b>-</b>                               | <b>3,847</b>                    | <b>22,554</b>                 |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>31,306</b>                             | <b>3,949</b>                            | <b>-</b>                               | <b>35,255</b>                   | <b>12,702</b>                 |
| <b>Cash funds this year end</b>                       | <b>35,459</b>                             | <b>3,643</b>                            | <b>-</b>                               | <b>39,102</b>                   | <b>35,256</b>                 |

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

| Categories                                                  | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                        | Bank Current Account                                   | 1,002                              | 3,643                            | -                               |
|                                                             | Bank Deposit Account                                   | 34,457                             | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             | <b>Total cash funds</b>                                | <b>35,459</b>                      | <b>3,643</b>                     | <b>-</b>                        |
|                                                             | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
|                                                             |                                                        | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details                                                | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                                 | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b>         | Details                                                | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details                                                | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees |                                                        | Signature                          | Print Name                       | Date of approval                |
|                                                             |                                                        |                                    |                                  |                                 |
|                                                             |                                                        |                                    |                                  |                                 |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name EASTBOURNE AREA COMMUNITY  
FIRST RESPONDERS

On accounts for the year  
ended

30 / 11 / 2023

Charity no  
(if any)

1164643

Set out on pages

1 RECEIPTS AND PAYMENTS ACCOUNTS  
2 STATEMENT OF ASSETS AND LIABILITIES  
(remember to include the pages numbered on additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 / 11 / 2023

Responsibilities and  
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

2 / 1 / 2024

Name:

BARRY KENNETH PIPER

Relevant professional  
qualification(s) or body

AIB (ASSOCIATE OF THE INSTITUTE OF  
BANKERS)

(if any):

Address:

110 COAST ROAD, PEVENSEY BAY,  
PEVENSEY, EAST SUSSEX BN24 6NE

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.