

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023
FOR
NORTHUMBRIA BLOOD BIKES**



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/07/2022

Period start date To

30/06/2023 Period end date

Charity name: Northumbria Blood Bikes

Charity registration number: 1166689

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of this charity is to advance health and save lives, primarily in Northumbria, by providing a volunteer courier service ancillary to transport provided by the statutory authorities for the transfer of blood, blood products and other medical resources between hospitals and medical facilities
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	Outside normal office hours, hospitals rely on taxis or couriers to transfer urgent medical supplies or patient test samples between hospitals and other sites. Northumbria Blood bikes carries out this service free of charge, ensuring the limited resources of the NHS can be used where it makes a difference.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees ensure all activities contribute to assisting the NHS in our area thus provide a 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	We do not pay for material fundraising, and there are no paid roles within the charity. We organise fundraising and awareness events and solicit donation, sponsorship, and grants from our local community
Other		In order to provide the service We recruit, train, and motivate volunteers to work with us. We run a fleet of 7 cars and 13 bikes We do our own publicity Newsletters, Radio & TV interviews, banners, posters, promotional items, talks & presentations We negotiate with Health Trusts, NEAS, NHSBT & GNAAS We record statistics, Legal administration, evidence-backed with receipts, activity logs and recordings

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 period, we have completed 12,593 separate jobs for the NHS trusts in our area and the Great North Air Ambulance Service (GNAAS). We are confident that this has saved the NHS thousands of pounds in taxi/private courier fares and has improved the healthcare (or helped save the lives) of people in the North East of England

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	During this period, we have continued to support the NHS following the COVID outbreak, this included providing additional drivers to deliver products directly to patient's homes
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		during the day (which was outside our normal operational time) • providing additional service for a guaranteed period, during our operational hours, transport of COVID samples between one of the trusts we cover hospitals. • providing transport of human baby milk in conjunction with the human milk bank and other blood bike groups
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 is in good health as demonstrated by our annual accounts
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We aim to hold in reserve: Sufficient funds to cover six months operating costs to allow an orderly close of the charity if required. Sufficient funds to cover replacement of any vehicle unexpectedly rendered unusable or uneconomic to repair
Amount of reserves held	Para 1.22	We have reserves to cover 13 months of running costs
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	We have two principal sources of income. The first source is large donations (usually tied to the purchase of capital items like vehicles or equipment) which comes from grant-making trusts, corporations, or staff societies. The second is a smaller steady flow of direct donations to the charity or to charity representatives at publicity events which come from individuals.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The vast majority of our expenditure supports the charity objectives as it covers maintenance and running costs for our vehicle fleet and the IT systems which support our operations. Typically, less than 15% of our expenditure goes on non-operational items.
A description of the principal risks facing the charity	Para 1.46	
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	Charitable Incorporated Organisation
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	Elected by membership / appointed by committee

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	We follow the membership standards of the Nationwide Association of Blood Bikes
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are a member of the Nationwide Association of Blood Bikes
Relationship with any related parties	Para 1.51	We, when required work alongside any other member group/s to facilitate long-distance transport of packages by relays
Other		

Reference and Administrative details

Charity name	Northumbria Blood Bikes
Other name the charity uses	NBB
Registered charity number	1166689
Charity's principal address	Northumbria House Abbey Road Pity Me Durham DH1 5FJ

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	Michael Redpath	Chair		Elected by Membership
	2	Alan Johnson	Vice-Chair		Elected by Membership
	3	Steven Tulloch	Treasurer		Elected by Membership
	4	Alan Johnston	Secretary		Elected by Membership
	5	Suzanne Hitchinson	Membership officer		Elected by Membership
	6	Laura Taylor	Fundraising Officer		Elected by Membership

	7	Sean Storey	Hospital Liaison		Elected by Membership
	8	Rianne Burnett	Rota Manager		Elected by Membership
	9	Alan Kinghorn	ICT Officer		Elected by Membership
	10	Stephen Winn	Training Officer		Elected by Membership
	11	Jason Cooper	Fleet Manager		Elected by Membership
	12	Kirsty Lawrence	Publicity Officer		Elected by Membership
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
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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)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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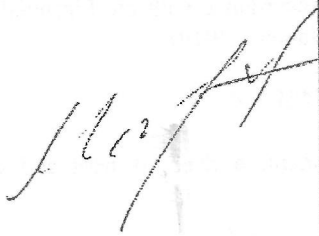
Other optional information

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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)		
	Full name(s)	Michael Redpath	
	Position (eg Secretary, Chair, etc)	Chair	
	Date	20/09/2023	



NORTHUMBRIA BLOOD BIKES

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	98,240	20,000	118,240	119,473
Other trading activities	3	17,692	-	17,692	14,571
Investment income	4	1,338	-	1,338	46
Total		<u>117,270</u>	<u>20,000</u>	<u>137,270</u>	<u>134,090</u>
EXPENDITURE ON					
Raising funds		12,653	-	12,653	11,000
Charitable activities					
Vehicle running costs		103,264	5,000	108,264	110,552
Other support costs		38,494	4,377	42,871	29,302
Total		<u>154,411</u>	<u>9,377</u>	<u>163,788</u>	<u>150,854</u>
NET INCOME/(EXPENDITURE)		(37,141)	10,623	(26,518)	(16,764)
RECONCILIATION OF FUNDS					
Total funds brought forward		335,039	8,397	343,436	360,200
TOTAL FUNDS CARRIED FORWARD		<u><u>297,898</u></u>	<u><u>19,020</u></u>	<u><u>316,918</u></u>	<u><u>343,436</u></u>

The notes form part of these financial statements

NORTHUMBRIA BLOOD BIKES

STATEMENT OF FINANCIAL POSITION 30 JUNE 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	7	125,725	4,020	129,745	143,101
CURRENT ASSETS					
Debtors	8	26,610	-	26,610	16,475
Cash at bank		155,312	15,000	170,312	192,826
		<u>181,922</u>	<u>15,000</u>	<u>196,922</u>	<u>209,301</u>
CREDITORS					
Amounts falling due within one year	9	(9,749)	-	(9,749)	(8,966)
NET CURRENT ASSETS		<u>172,173</u>	<u>15,000</u>	<u>187,173</u>	<u>200,335</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>297,898</u>	<u>19,020</u>	<u>316,918</u>	<u>343,436</u>
NET ASSETS		<u>297,898</u>	<u>19,020</u>	<u>316,918</u>	<u>343,436</u>
FUNDS	10				
Unrestricted funds				297,898	335,039
Restricted funds				19,020	8,397
TOTAL FUNDS				<u>316,918</u>	<u>343,436</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 20 September 2023 and were signed on its behalf by:

M Redpath - Trustee

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Legacies

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made to the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed where material.

Should the charity be notified of a legacy subsequent to the accounting reference date but before the date of approval of the accounts and evidence exists which suggests that the executors of the estate agreed the distribution prior to the end of the reporting period and receipt of the legacy is deemed to be probable then that receipt will be recognised as income in that accounting period.

Voluntary income

Voluntary income, legacies and donations are accounted for as received by the charity. The income from fundraising activities is shown gross with the associated costs included in raising funds.

Grants

Grants of a revenue nature are credited to income in the period to which they relate.

Investment income

Investment income relates to interest earned and dividends received through holding assets on deposit and the charity's current asset investments..

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 33% on cost
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance and straight line over 3 years

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2023

1. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	84,025	112,571
Legacies	19,215	4,902
Grants	15,000	2,000
	<u>118,240</u>	<u>119,473</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Newcastle upon Tyne Hospitals Trust	15,000	-
Arnold Clark	-	2,000
	<u>15,000</u>	<u>2,000</u>

3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	<u>17,692</u>	<u>14,571</u>

4. INVESTMENT INCOME

	2023	2022
	£	£
Interest received	<u>1,338</u>	<u>46</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2023 nor for the year ended 30 June 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2023 nor for the year ended 30 June 2022.

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2023

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	119,473	-	119,473
Other trading activities	14,571	-	14,571
Investment income	46	-	46
Total	134,090	-	134,090
EXPENDITURE ON			
Raising funds	11,000	-	11,000
Charitable activities			
Vehicle running costs	104,182	6,370	110,552
Other support costs	23,466	5,836	29,302
Total	138,648	12,206	150,854
NET INCOME/(EXPENDITURE)	(4,558)	(12,206)	(16,764)
Transfers between funds	9,900	(9,900)	-
Net movement in funds	5,342	(22,106)	(16,764)
RECONCILIATION OF FUNDS			
Total funds brought forward	329,697	30,503	360,200
TOTAL FUNDS CARRIED FORWARD	335,039	8,397	343,436

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
COST				
At 1 July 2022	24,656	275,685	27,766	328,107
Additions	1,739	29,408	-	31,147
Disposals	-	(17,625)	-	(17,625)
At 30 June 2023	26,395	287,468	27,766	341,629
DEPRECIATION				
At 1 July 2022	6,742	171,495	6,769	185,006
Charge for year	8,436	26,775	7,038	42,249
Eliminated on disposal	-	(15,371)	-	(15,371)
At 30 June 2023	15,178	182,899	13,807	211,884
NET BOOK VALUE				
At 30 June 2023	11,217	104,569	13,959	129,745
At 30 June 2022	17,914	104,190	20,997	143,101

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2023

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	944	-
Other debtors	700	-
VAT	11,694	10,913
Prepayments	13,272	5,562
	<u>26,610</u>	<u>16,475</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	3,466	2,511
Other creditors	6,283	6,455
	<u>9,749</u>	<u>8,966</u>

10. MOVEMENT IN FUNDS

	At 1.7.22	Net movement in funds	At 30.6.23
	£	£	£
Unrestricted funds			
General fund	335,039	(37,141)	297,898
Restricted funds			
Radio System Fund	8,397	(4,377)	4,020
Newcastle upon Tyne Hospitals Trust	-	15,000	15,000
	<u>8,397</u>	<u>10,623</u>	<u>19,020</u>
TOTAL FUNDS	<u>343,436</u>	<u>(26,518)</u>	<u>316,918</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	117,270	(154,411)	(37,141)
Restricted funds			
Radio System Fund	-	(4,377)	(4,377)
Tyne Tunnel Fuel Fund	5,000	(5,000)	-
Newcastle upon Tyne Hospitals Trust	15,000	-	15,000
	<u>20,000</u>	<u>(9,377)</u>	<u>10,623</u>
TOTAL FUNDS	<u>137,270</u>	<u>(163,788)</u>	<u>(26,518)</u>

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2023

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.7.21 £	Net movement in funds £	Transfers between funds £	At 30.6.22 £
Unrestricted funds				
General fund	329,697	(4,558)	9,900	335,039
Restricted funds				
VM equipment deposits	6,370	(6,370)	-	-
Radio System Fund	14,233	(5,836)	-	8,397
Airvest Fund	9,900	-	(9,900)	-
	<u>30,503</u>	<u>(12,206)</u>	<u>(9,900)</u>	<u>8,397</u>
TOTAL FUNDS	<u>360,200</u>	<u>(16,764)</u>	<u>-</u>	<u>343,436</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	134,090	(138,648)	(4,558)
Restricted funds			
VM equipment deposits	-	(6,370)	(6,370)
Radio System Fund	-	(5,836)	(5,836)
	<u>-</u>	<u>(12,206)</u>	<u>(12,206)</u>
TOTAL FUNDS	<u>134,090</u>	<u>(150,854)</u>	<u>(16,764)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.21 £	Net movement in funds £	Transfers between funds £	At 30.6.23 £
Unrestricted funds				
General fund	329,697	(41,699)	9,900	297,898
Restricted funds				
VM equipment deposits	6,370	(6,370)	-	-
Radio System Fund	14,233	(10,213)	-	4,020
Airvest Fund	9,900	-	(9,900)	-
Newcastle upon Tyne Hospitals Trust	-	15,000	-	15,000
	<u>30,503</u>	<u>(1,583)</u>	<u>(9,900)</u>	<u>19,020</u>
TOTAL FUNDS	<u>360,200</u>	<u>(43,282)</u>	<u>-</u>	<u>316,918</u>

NORTHUMBRIA BLOOD BIKES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2023

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	251,360	(293,059)	(41,699)
Restricted funds			
VM equipment deposits	-	(6,370)	(6,370)
Radio System Fund	-	(10,213)	(10,213)
Tyne Tunnel Fuel Fund	5,000	(5,000)	-
Newcastle upon Tyne Hospitals Trust	15,000	-	15,000
	<u>20,000</u>	<u>(21,583)</u>	<u>(1,583)</u>
TOTAL FUNDS	<u>271,360</u>	<u>(314,642)</u>	<u>(43,282)</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2023.

NORTHUMBRIA BLOOD BIKES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2023

The trustees present their report with the financial statements of the charity for the year ended 30 June 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes a charitable incorporated organisation (CIO).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1166689

Principal address

Northumbria House
Abbey Road
Pity Me
Durham
DH1 5FJ

Trustees

S Storey
K Lawrence
S Winn
L Taylor
A L Kinghorn
S Tulloch
S Hitchinson
J Cooper
M Redpath
A Johnstone
M Burnett (appointed 29/9/2022)
A Johnson (appointed 29/9/2022)

Independent Examiner

David Holloway FCA DChA
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Approved by order of the board of trustees on 20 September 2023 and signed on its behalf by:



M Redpath - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NORTHUMBRIA BLOOD BIKES**

Independent examiner's report to the trustees of Northumbria Blood Bikes

I report to the charity trustees on my examination of the accounts of Northumbria Blood Bikes (the Trust) for the year ended 30 June 2023.

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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



David Holloway FCA DChA

Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

20 September 2023