

# VILLAGE LIFE COMMUNITY PROJECT

England & Wales · Charity number 1169515

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-10-06

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Ty Uchaf  
St. Maughans  
Monmouth  
NP25 5QF

**Phone** 01600228957

**Email** [villagelifeproject@outlook.com](mailto:villagelifeproject@outlook.com)

## Activities

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**Objects:** For the public benefit in Monmouthshire, Wales, to preserve and protect human life by establishing and maintaining a network of publicly available community defibrillators, in order to help improve the survival rates of those who suffer a cardiac arrest in the community, outside of hospital. In furtherance of this object the charity shall have the power to: (a) train members of the public in how to perform cardiopulmonary resuscitation (CPR) and in how to use a defibrillator. (b) Where feasible to develop groups of locally based volunteers, who are trained in how to perform CPR and use a defibrillator, who are then available to come to the aid of someone dealing with a cardiac emergency in their community. (c) Provide and maintain additional emergency first aid resources, such as community bleed kits for example, at suitable selected locations where this is justifiable and manageable.

**Activities:** Village Life has been established as a charity to help save life in rural communities in Llangattock Vibon Avel, a community council area in Monmouthshire. The charity has installed five publicly accessible defibrillators at suitable locations, is training local people in lifesaving resuscitation skills, and developing 'help in a crisis' good neighbour volunteer schemes.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** LOCAL
- Monmouthshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£8,324	£3,536	-	-
2024-06-30	£2,222	£479	-	-
2023-06-30	£886	£1,184	-	-
2022-06-30	£415	£878	-	-
2021-06-30	£1,302	£1,322	-	-

## Trustees

Name	Role	Appointed
David Alexander Loughlin		2025-02-19
David Johnson		2020-03-31
FIVE PETER STANWAY CRAM		2016-09-26
Julia Ann Willis		2017-10-03
Linda Carol Green		2017-10-03
TOM PITTS-TUCKER		2016-09-26

**VILLAGE LIFE COMMUNITY PROJECT**

England & Wales - Charity number 1169515

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# Accounts

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## Trustees' Annual Report for the period

From 1<sup>st</sup> July 2024 to 30<sup>th</sup> June 2025

Charity name: Village Life Community Project

Charity registration number: 1169515

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit in Monmouthshire, Wales, to preserve and protect human life by establishing and maintaining a network of publicly available community defibrillators, in order to help improve the survival rates of those who suffer a cardiac arrest in the community, outside of hospital. In furtherance of this object the charity shall have the power to: a) train members of the public in how to perform cardiopulmonary resuscitation (CPR) and in how to use a defibrillator. b) Where feasible to develop groups of locally based volunteers, who are trained in how to perform CPR and use a defibrillator, who are then available to come to the aid of someone dealing with a cardiac emergency in their community. c) Provide and maintain additional emergency first aid resources, such as community bleed kits for example, at suitable selected locations where this is justifiable and manageable.
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 and maintenance of community defibrillators at 14 local sites. Ongoing provision of training sessions to teach or update people in how to do CPR and use a defibrillator Running a group of volunteers ready to take a defibrillator to where it is needed and assist with resuscitation Installing community bleed control kits initially on small pilot basis
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	It is confirmed that the VLCP trustees have had regard to 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	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable

Contribution made by volunteers	Para 1.38	Regular checking operability of defibrillators Provision of training sessions for members of public Help with fund raising activities Maintenance of village emergency response system at one village site
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	Please see end of this document for copy of trustees' narrative annual report narrative, presented to AGM 15th October 2025.

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	No specific objectives set Two resuscitation incidents reported in last year 95 people trained or updated in CPR Volunteer emergency response group continues in one village community First three bleed control kits obtained now installed
Performance of fundraising activities against objectives set	Para 1.41	No specific objectives set
Investment performance		Normal savings a/c interest

against objectives	Para 1.41	
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Current account £2,952 + savings account £7,125 = total in bank £10,077 Of which allocated maintenance reserve was £7,280 giving an unallocated Cash surplus of £2,797
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves held for projected ongoing maintenance, and for planned replacement of defibs & ancillary equipment
Amount of reserves held	Para 1.22	£7,280
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	<ol style="list-style-type: none"> <li>1. Community fund raising events such as charity pub nights or coffee mornings</li> <li>2. Individual supporters' regular donations supplemented by Gift Aid</li> <li>3. Donations following training events</li> <li>4. Grants from local organisations such as agricultural society</li> <li>5. Grants from charitable trusts</li> <li>6. Grants from community councils</li> </ol>
Investment policy and objectives including any social investment policy adopted	Para 1.46	Bank savings account only
A description of the principal risks facing the charity	Para 1.46	<ol style="list-style-type: none"> <li>1. Failure of defibrillator(s) or bleed kits as lifesaving equipment</li> <li>2. Theft of equipment</li> <li>3. Volunteers or members of public facing psychological difficulty after involvement in emergency incident</li> <li>4. Liability for harm caused by use of or access to equipment</li> <li>5. Liability arising from training activities</li> <li>6. Financial shortfalls leading to difficulty in maintaining current provision of equipment and training and future replacement of equipment at end of</li> </ol>

		operable life.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation Foundation model
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	New Trustees appointed with consent of existing trustees following invitation to individuals, already known to the trustees, who have been involved or otherwise interested in the running of the charity

### 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	Following satisfactory completion of CC recommended vetting procedures, the new trustee to have discussions with secretary & be given copies of VLCP Constitution, minutes of recent meetings, recent accounts, latest annual report plus CC guidance documents for trustees: 'Charity Trustee Welcome Pack', the 'Essential Trustee', 'Charity Trustee: what's involved' & 'Public Benefit – An Overview'
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are currently six trustees, two of whom have designated roles as treasurer and secretary. Chair stood down 2024, and has not been replaced. Trustees' meetings are held three times a year including the AGM in October. VLCP is a member of GAVO the Gwent Association of Voluntary Organisations. VLCP was set up with the help of the public access defibrillator scheme at Welsh Ambulance. VLCP is working closely with Whitecastle and Skenfrith community councils to ensure sustainable reliable provision of defibs in the area and pursue introduction of bleed control kits
Relationship with any related parties	Para 1.51	n/a
Other		

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## Reference and Administrative details

Charity name	Village Life Community Project
Other name the charity uses	working names: Village Life, VLCP or VL, for short
Registered charity number	1169515
Charity's principal address	c/o VLCP Secretary at: Tŷ Uchaf, St Maughans, Monmouth, NP25 5QF

## 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	Five Cram		2016 onward	n/a
2	Thomas Pitts-Tucker	Secretary	2016 onward	n/a
3	Linda Green	Treasurer	2017 onward	n/a
4	Julia Willis		2017 onward	n/a
5	David Johnson		2020 onward	n/a
6	David Loughlin		2025 onward	n/a

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

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

## Funds held as custodian trustees on behalf of others

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

## Additional information (optional)

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
n/a		

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

n/a

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

n/a

**Other optional information**

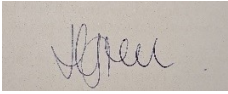

n/a

**Declarations**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Linda Green	Thomas Pitts-Tucker
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Position (eg Secretary, Chair, etc)

Treasurer	Secretary
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Date

4th December 2025

## Appendix

### **Trustees' Annual Report - as presented at AGM 15<sup>th</sup> October 2025**

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The past year has been a busy one for Village Life. This report summarises what has been achieved and was presented at the AGM on 15<sup>th</sup> October. It will be included as an appendix to the annual return to the Charity Commission.

#### **Charity Commission, Trustees, Constitution and VL objectives**

After some considerable time, effort and extended consultation, we now have a revised constitution recognising that since inception Village Life (VL) has operated on the Charity Commission's foundation model of charitable incorporated organisation, in which the only members are the trustees. There has been a modest turnover of trustees themselves, but we still number six in total. Richard Cotterill stepped down after several years, thanks are due to him. He continues to be a VL volunteer in Newcastle. Late last year we welcomed David Loughlin as a new trustee. At the same time Darren Rockach also joined as a trustee but unfortunately had to resign some months later owing to changed personal circumstances. Since Five Cram stepped down as chair 18 months ago we have been working with a temporary chair appointed at each trustees' meeting, usually the secretary! Ideally this will change at some point, although it is acceptable according to the constitution. The charitable objects in the constitution have been revised to better reflect what VL actually does, and now include provision of further lifesaving equipment such as bleed control kits, as well as the defibrillators themselves. VL has established useful contact with the Save a Life Cymru campaign run by Public Health Wales and aligns with their objectives. These are to save lives by improving survival rates after cardiac arrest outside hospital, through the provision of defibrillators across Wales, and increasing public awareness of and training in CPR & use of defibrillators.

#### **Partnership with Whitecastle and Skenfrith community councils**

Having started as a small charity in 2016 at five village sites across the former Llangattock VA community council area VL's remit now extends to nine additional sites, in partnership with Whitecastle (WCC) and Skenfrith community councils (SCC). A survey of all 14 defib sites was completed to identify any issues in need of attention, which have nearly all now been dealt with. Review meetings have been held with WCC in March and recently this October, with production of a report to record progress, including the following

- i. The first task was to ensure all defibs were registered with The Circuit, a BHF run database that is accessible by the 999 services, which was needed at 3 sites
- ii. Batteries and pads, out of date at three sites were remedied. The process was complicated by the discovery of new batteries failing to operate the defib correctly. It turned out this was a recognised but not well publicised problem – Zoll AED Plus defibs need US made Duracell batteries, not Chinese made ones, even though the specification is the same. 5 sites had Chinese batteries which were duly replaced by US made ones, with costs being reimbursed.
- iii. A schedule is now kept by the Secretary with details of each defib, and the expected renewal dates for pads and batteries, so replacements are carried out on time.
- iv. Additional insurance cover for public liability and theft was procured for the five sites previously uninsured, through VL's existing policy with Ansvar.
- v. A detailed survey on the existence or lack of signs at each defib location was carried out. With the agreement of site owners new signs have been placed at: Coed Cil Farm,

Llanvihangel Church, Whitecastle Cottage, Llantilio Crossenny, Woodlands Farm, Cross Ash, Skenfrith & Lanes Garage, Llanvetherine. Since the defibs are all registered on The Circuit national database (British Heart Foundation) 999 operators can identify the nearest defib available in emergency as well as the same information being accessible publicly via [www.defibfinder.uk](http://www.defibfinder.uk)

- vi. Electrical checks on defib installations have been initiated, with all sites in need of checking having now been visited. Frustratingly problems occurred with access to the source of electrical supply at a number, so further visits are being rearranged. At least one site (Llantilio Crossenny) is in need of remedial work to bring it up to safety certificate standard.
- vii. Defib Site refurbishment. Paint to refurbish two of the ex BT phone boxes has recently been obtained so repainting can start.
- viii. Defibrillator renewal program. The VL trustees had previously decided to start the process of renewing defibs as they neared the end of working life, estimated at 10-12 years. A new Zoll AED 3 has been installed at Cross Ash school. This has the benefit of latest design, speed of operation, clarity of instructions and feedback, and an easy method of switching between child and adult settings, with the same pads being used for both child and adult. The previous defib, still operational but 9.5 years old, now acts as a reserve unit available for the whole project in case of malfunction, or other loss of use, at any other sites. It is being kept at the VL secretary's address.
- ix. Training Projector spares. It had been agreed to purchase a reserve projector lamp in case of mishap but the plan remains on hold until needed because of the cost – over £130! The projector itself continues to work satisfactorily, so has not been replaced despite being 9 years old.

### **Community Bleed Kits.**

During the course of the year a new direction opened up looking at the scope for installing community emergency bleed kits alongside defibrillators. Interest in the idea began with the owner of Pwll y Cwm, Sam Williams, installing a bleed kit with the new defibrillator there. The trustees decided to install two further bleed kits in Skenfrith and Llantilio Crossenny on a trial basis. Two different sample kits and cabinets have been obtained from different suppliers. One is quite large so practical difficulties may arise with installation, though it would be good in a farm location being highly visible. The other type was supplied in the wrong configuration for Skenfrith and a further one has been ordered and fitted. The defib phone box at Crossenny is about to undergo refurbishment which will include fitting a bleed kit there.

A further successful grant application was made to the CGEAG community fund to cover the cost of extending the bleed kit scheme with an active letter of support from WCC. News of the success of the application came through at the time of the AGM itself, just too late to be announced until later.

VL also received a very helpful and supportive letter from Rachel Marsh, acting CEO of Welsh Ambulance. Besides offering appreciation and encouragement to VL in providing services such as defibs and introducing bleed kits, that are important in improving community resilience, advice was given on registering the bleed kits so that Ambulance staff are aware of their location.

### **Publicity**

Improving public awareness of defibrillators, where they are and how to use them, is an important part of the Save a Life Cymru campaign, whose objectives VL embraces. Some publicity occurs when

local village networks (on social media) are circulated about forthcoming CPR courses, although the actual uptake of these is on the low side. On occasion there is increased public awareness of defibs and CPR training, after real life incidents, whether locally as at the Rolls Golf Club, or further afield, particularly if young sports players are involved.

VL was invited to run a stall at the Skenfrith Family Fun Day in August which offered a good chance to raise the profile. Trustees and volunteers engaged with people coming from across the whole area, not just Skenfrith. David Loughlin kindly produced a range of new VL publicity materials for the stand. The event was covered by the Monmouthshire Beacon, which also ran an illustrated feature article on VL's planned trial of community bleed kits.

As part of preparation for the Fun Day a new logo with greater visual impact was kindly prepared pro bono by Toby Dyson of the Latch Agency, who lives in Skenfrith, which has met with approval for future use by the Trustees.

WCC held an open meeting on 14<sup>th</sup> October featuring all 16 active community groups in the area, to inform and engage with the public on what is happening locally. VL was invited to take part and was represented. Thanks are due to the community council for helping to promote VL's activities on its website, including making the VL public information leaflet available.

### **CPR / Defib Training & Incidents**

VL continues to offer training in CPR and use of defibrillators, following Resuscitation Council UK (RCUK) guidelines. The two VL trainers have completed the RCUK approved Basic Life Support instructors' course. 95 people attended VL training courses in the last year, held at various venues across the patch including; Maypole, The Rolls Golf Club x 2, Pwll y Cwm Barn x 2, The Halfway at Tal-y-Coed x 2, Skenfrith, and Cross Ash. VL has always been ready to offer its CPR course to other groups outside the immediate area and discussions are in hand to do this in Bryn y Gwenin and Buckholt.

Two sessions were held for members at the Rolls Golf Club following an incident on the course where someone had collapsed but was resuscitated successfully by a fellow player performing CPR. This led to increased interest in CPR training. Those involved were also offered a chance to debrief after the incident but this turned out not to be needed.

On another occasion a VL volunteer was summoned to an incident of collapse in which the patient remained unconscious for some time, but this was due to an epileptic seizure and CPR was not needed. VL is not aware of any other serious incidents having occurred.

With an incidence of around 35,000 cardiac arrests in the community each year in the UK, on population figures alone one would expect one cardiac arrest every one to two years in this area, a low figure but still a challenge to meet. It is regrettable that survival rates in Wales, after cardiac arrest in the community, are amongst the lowest in Europe at 5%. England manages 10% whereas in Scandinavian countries the figure is 25%. There is work to be done to improve this!

The three new interactive Brayden manikins have proved very popular in training sessions providing useful practical feedback on CPR technique. A small metronome was also purchased to better demonstrate how fast CPR chest compressions should be given.

### **Fund raising**

VL has never charged for its CPR training courses but people are often happy to contribute donations, which are gladly accepted. There have also been some specific local fund raising events, a

major one being the Fun Day held at Skenfrith. Proceeds were to be shared with the village hall, with a proportion being allocated to Village Life. A coffee morning was held in Maypole in early October raising just over £100. £200 was gratefully received from Rockfield community group and £250 from St Maughans PCC earlier in the year after local fund raising events.

## **Finances**

In brief VL remains in a healthy financial position. Income to year end on 30 June 2025 was £8,324 and expenditure £3,536. This income figure includes the £6,065 CGEAG grant, not all of which had been spent by 30 June, but now has been (by October). Cash in the bank at 30 June was £10,077 of which £7,280 has been allocated for anticipated maintenance and asset replacement, leaving an unallocated cash surplus of £2,797.

The partnership arrangements with the community councils have resulted in significantly increased financial support, which greatly increases VL's future sustainability and is much appreciated. It particularly facilitates building up reserves adequate to replace defibrillators, as they progressively reach the end of their operability over the next few years. It is difficult to fund reserves of this sort through grant applications which are often conditional on projects being new and time limited.

## **CGEAG grant 2024/25**

VL was however very fortunate to obtain the grant of £6,065 last September from the Community Green Energy Advisory Group fund. This covered much of the first year's expenditure on the partnership project with WCC and SCC to upgrade and standardise maintenance and resupply of defibs in the area as well as updating CPR training resources.

*Tom Pitts-Tucker, VL Secretary*



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name Age Life Community Project	No (if any) 1169515
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**CC16a**

## Receipts and payments accounts

For the period from	Period start date 1/7/2024	To	Period end date 30/6/2025
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### 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 £
<b>A1 Receipts</b>					
Grants	6,065	-	-	6,065	-
Donations	1,925	-	-	1,925	2,018
Gift Aid reclaim	127	-	-	127	204
Bank Interest	125	-	-	125	-
Compensation (Duracell Batteries)	82	-	-	82	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,324</b>	<b>-</b>	<b>-</b>	<b>8,324</b>	<b>2,222</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>8,324</b>	<b>-</b>	<b>-</b>	<b>8,324</b>	<b>2,222</b>
<b>A3 Payments</b>					
Insurance	536	-	-	536	184
Volunteer Emergency Telephone	120	-	-	120	120
AED Maintenance	1,734	-	-	1,734	175

Training	1,146	-	-	1,146	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>3,536</b>	<b>-</b>	<b>-</b>	<b>3,536</b>	<b>479</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>3,536</b>	<b>-</b>	<b>-</b>	<b>3,536</b>	<b>479</b>
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<b>Net of receipts/(payments)</b>	<b>4,788</b>	<b>-</b>	<b>-</b>	<b>4,788</b>	<b>1,743</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>4,788</b>	<b>-</b>	<b>-</b>	<b>4,788</b>	<b>1,743</b>

## 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 £
<b>B1 Cash funds</b>	Co-op Bank 6725407700	2,952	-	-
	Co-op Bank 6734312453	7,125	-	-
		-	-	-
	<b>Total cash funds</b>	<b>10,077</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
<b>Details</b>	<b>to nearest £</b>	<b>to nearest £</b>	<b>to nearest £</b>
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>		-	-
		-	-
		-	-
		-	-
		-	-

	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

		-	-
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**B5 Liabilities**

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
<i>LC Green</i>	L Green	14/7/2025
#VALUE!	T Pitts-Tucker	<b>04 12 2025</b>

**VILLAGE LIFE COMMUNITY PROJECT**

England & Wales - Charity number 1169515

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# Accounts

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## Trustees' Annual Report for the period

From 1<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024

Charity name: Village Life Community Project

Charity registration number: 1169515

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Objects The objects of the CIO are to: (a) To preserve and protect human life by establishing and maintaining a community based emergency response organisation, based around publicly accessible AEDs with volunteers trained in CPR and the use of AEDs. (b) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.
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 and maintenance of community defibrillators at five local sites. Ongoing provision of training sessions to teach or update people in how to do CPR and use a defibrillator Running a group of volunteers ready to take a defibrillator to where it is needed and assist with resuscitation
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	It is confirmed that the VLCP trustees have had regard to 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	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable

Contribution made by volunteers	Para 1.38	Regular checking operability of defibrillators Provision of training sessions for members of public Help with fund raising activities Maintenance of village emergency response system at one village site
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	Please see end of this document for copy of trustees' narrative annual report narrative, being presented to AGM 23rd October 2024.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	No specific objectives set No resuscitation incidents reported in last year 45 people trained or updated in CPR Volunteer emergency response group continues in one village community
Performance of fundraising activities against objectives set	Para 1.41	No specific objectives set
Investment performance against objectives	Para 1.41	No investments held
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Current account £1289, + savings account £4000 = total in bank £5289. Of which allocated maintenance reserve was £3514 giving an unallocated Cash surplus of £1775
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves held for projected ongoing maintenance, and for planned replacement of defibs & ancillary equipment
Amount of reserves held	Para 1.22	£3514
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	<ol style="list-style-type: none"> <li>1. Community fund raising events such as charity pub nights or coffee mornings</li> <li>2. Individual supporters' regular donations supplemented by Gift Aid</li> <li>3. Donations following training events</li> <li>4. Grants from local organisations such as agricultural society</li> <li>5. Grants from charitable trusts</li> <li>6. Grants from community councils</li> </ol>
Investment policy and objectives including any social investment policy adopted	Para 1.46	None applicable
A description of the principal risks facing the charity	Para 1.46	<ol style="list-style-type: none"> <li>1. Failure of defibrillator(s) as lifesaving equipment</li> <li>2. Theft of equipment</li> <li>3. Volunteers or members of public facing psychological difficulty after involvement in emergency incident</li> <li>4. Liability for harm caused by use of or access to equipment</li> <li>5. Liability arising from training activities</li> <li>6. Financial shortfalls leading to difficulty in maintaining current provision of equipment and training and future replacement of equipment at end of operable life.</li> </ol>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	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	New Trustees appointed with consent of existing trustees following invitation to individuals, already known to the trustees, who have been involved or otherwise interested in the running of the charity

### 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	Following satisfactory completion of CC recommended vetting procedures, the new trustee to have discussions with secretary & be given copies of VLCP Constitution, minutes of recent meetings, recent accounts, latest annual report plus CC guidance documents for trustees: 'Charity Trustee Welcome Pack', the 'Essential Trustee', 'Charity Trustee: what's involved' & 'Public Benefit – An Overview'
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are currently six trustees, two of whom have designated roles as treasurer and secretary. Chair stood down this year, not yet replaced. Trustees' meetings are held two or three times a year including the AGM in October. VLCP is a member of GAVO the Gwent Association of Voluntary Organisations. VLCP was set up with the help of the public access defibrillator scheme at Welsh Ambulance. VLCP is about to embark on a project working more closely with Whitecastle and Skenfrith community councils to ensure sustainable reliable provision of defibs in the area
Relationship with any related parties	Para 1.51	n/a
Other		

## Reference and Administrative details

Charity name	Village Life Community Project
Other name the charity uses	working names: Village Life, VLCP or VL, for short
Registered charity number	1169515
Charity's principal address	c/o VLCP Secretary at: Tŷ Uchaf, St Maughans, Monmouth, NP25 5QF

## 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	Five Cram		2016 onward	n/a
2	Thomas Pitts-Tucker	Secretary	2016 onward	n/a
3	Linda Green	Treasurer	2017 onward	n/a
4	Julia Willis		2017 onward	n/a
5	Richard Cotterill		2018 onward	n/a
6	David Johnson		2020 onward	n/a

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

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

## Funds held as custodian trustees on behalf of others

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

## Additional information (optional)

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
n/a		

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

n/a

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

n/a

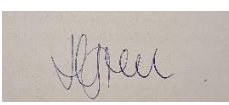

**Other optional information**

n/a

**Declarations**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Linda Green	Thomas Pitts-Tucker
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Secretary

**Date** 4<sup>th</sup> October 2024

## **Trustees' Annual Report - October 2024**

Village Life's chief purposes as a charity remain unchanged. It was set up in 2016 to install and maintain public access defibrillators in the former Llangattock Vibon Avel CC district and also to provide ongoing training updates in how to perform CPR and use a defibrillator. In one village a community response organisation has been set up using volunteers trained in CPR & AED use to help in a resuscitation situation after being summoned by a village emergency telephone system. The constitution also mentions providing relief to those in need in the community, for any reason or disadvantage, as an all-embracing general objective of public benefit. It has been our experience for example that local fund-raising activities are quite social occasions that help bring people together and may reduce possible isolation to some extent.

This report summarises VL activities & developments during the year and is being presented at the AGM for approval by all the trustees. It also forms part of the necessary annual return to the Charity Commission.

### **Resignation of chair**

Because of increased personal commitments Five Cram indicated he wished to step down from being Village Life chair at the trustees meeting in March, although continuing to serve as a trustee. Five has led Village Life as chair since its inception eight years ago with a reassuring light touch that has seen us successfully through various ups and downs. So it is important to recognise this achievement and to offer him a vote of thanks. During the course of the year it became clear there was no-one immediately available to take over this role. So the trustees have agreed to continue without formally appointing a chair. Our constitution allows for this situation and permits trustees to agree on a temporary chair to officiate at each meeting.

### **Insurance changes to include theft cover**

Howden Insurance has taken over from the former A-Plan brokers in Macclesfield and they continue to administer Village Life's policy with Ansvar, who specialise in insuring faith, charity and not-for-profit community groups. When the premium was due for renewal earlier this year it became clear that theft cover was also available for the defibs under an All-Risks clause, despite their not being in locked cabinets, which had proved a barrier previously. The additional theft cover raised the premium from £200 to £300. After discussion among the trustees it was decided to go ahead with the increased cover.

### **Training**

VL training courses in CPR and use of a defib continue to be offered but the take up has been relatively low this year. 12 of the 16 VETS volunteers attended an update session in December. And 12 people came to a session in Skenfrith in March. VL was also asked to provide a training session to members of the community based around Welsh Newton Village Hall. In total only about 45 people have been trained this year, which is a bit disappointing. It seems there is some reluctance for people to come to these sessions, although they are still highly regarded by those that do attend. Alternatives do exist online such as from the BHF, St John's Ambulance or RCUK websites but they don't provide hands on experience with manikins as does the VL course.

On more than one occasion VL has tried to make contact with Public Health Wales who run the Save a Life Cymru campaign that promotes training in CPR and the provision of defibs in the community. It

would perhaps be helpful for VL to be associated with or approved by them, but this has not happened to date. The intention is to continue offering VL training despite this lack of support or recognition.

The VL course is refreshed and updated each year following current guidelines from RCUK. Sessions last about one to one and a half hours usually. It may be possible to achieve more uptake of training in other settings such as coffee mornings or other social groups, by reducing this to a more basic session of 30 minutes. The idea is being further investigated.

### **Community Councils**

The Village Life secretary and treasurer have had meetings with representatives from both Whitecastle and Skenfrith Community Councils, covering the former Llangattock VA CC area and more. Both organisations have expressed appreciation of what VL does and have in fact asked for assistance in ensuring all the 13 defibs in the area are managed appropriately so as to be more reliable and sustainable in the future. Discussions are still at a relatively early stage but a project is being developed to undertake this extension of VL's role. Importantly the community councils have indicated they are prepared to offer some financial support in return.

The first phase of this joint working will involve carrying out a survey of all defibrillator providers in the area to see what may be needed to ensure ongoing and future reliability. Timely provision of replacement pads and batteries, details of ownership, insurance cover, scope for further training and future replacement plans are amongst the items in the survey. There will also be the opportunity to replace some of the training equipment, such as manikins, as the existing ones are becoming rather worn out. Newer models have enhanced features such as circulation displays showing the effectiveness or otherwise of chest compressions. This is very helpful in giving trainees immediate feedback.

### **Finances**

Please see the treasurer's separate financial statement and accounts for a more detailed picture. But in broad terms VL's financial position remains very positive. Income was better than expected at £2222 and expenditure only slightly up at £479. Cash reserves at the end of June 2024 were £5289 of which £3514 was allocated as reserve for anticipated maintenance, leaving an unallocated cash surplus of £1775.

### **Fund raising**

It has been a successful year with regard to fund raising. £333 came from a coffee morning in May. Rockfield community group also donated £250 as part of their activities. Besides the money actually raised, events like these also bring some added life into the community as social events, which is very beneficial

A generous grant of £500 was received from Llangattock District Agricultural & Ploughing Society following a training session given in Buckholt last year, which some members of the society attended. And a further £60 was similarly received from the group at Welsh Newton after training delivered there.

### **Incidents**

No further incidents have occurred in the past year in which a defib was needed. The group of volunteers ready to get the defib and help with CPR continues to be available 24/7 in Maypole & St

Maughans, contactable via the village emergency telephone system (VETS). A similar VETS scheme operates in neighbouring Broad Oak, but the idea hasn't so far caught on in the rest of the VL area.

### **Equipment Checks**

All five defibrillators continue to be checked regularly by VL volunteers, many thanks to them, and this is also logged with the BHF national defibrillator database, The Circuit, which is referred to by the emergency services during 999 calls.

A recent audit in October confirmed the defibrillators and cabinets were in good condition, with instructions, first aid booklets and scissor/razor pack at each site. Electrical safety checks are due in the next year.

### **Proposed Changes to VL Constitution**

For some time it has been clear that Village Life does not work in the way its constitution envisages. VL is a Charitable Incorporated Organisation (CIO). Since its foundation in 2016 the trustees have been the only members of the CIO. This fits with the Charity Commission 'foundation' model of governing document for CIOs and is appropriate as it only needs a small group of people to run Village Life. But although labelled as being a foundation model the original VL constitution was written to follow the 'association' model constitution for CIOs, in which membership is open to a much wider group of people, not just the trustees. Accordingly, it has quite complex clauses around rules for membership, the conduct of meetings and decision making. These are redundant and could possibly become an obstacle to running Village Life more simply and efficiently.

The proposal is therefore being made at the AGM in October to change the VL constitution to the Commission's foundation model, in which the only members are the trustees. This involves substantial changes but remains an administrative matter in their view not needing their prior consent. But updating the area of benefit to be Whitecastle and Skenfrith community council areas, as Llangattock Vibon Avel Community Council no longer exists, is more complex. Although currently only a footnote to the final clause of our present constitution, it should really originally have been in the main 'objects' clause. Changing this does require the Commission's prior consent, which has been requested but this may entail the resolution being delayed beyond the date of the AGM.

### **Charity Commission and Review of VL Policies**

The Charity Commission now poses an extended range of questions, when filing annual returns, to check on charities' governance, financial procedures and other general policies such as risk management, safeguarding, data security, volunteers etc. VL's existing policies in these areas were originally drawn up some five years ago, so a major exercise to review and update them all was carried out by the trustees earlier this year. The policies have been combined to form the basis of a risk management tool for use in future. Two final additional policies that complete the task are being presented for adoption at the AGM, on Health and Safety, and Bullying and Harassment.

### **Trustees' statement of compliance with Charity Commission guidance on Public Benefit**

Charities by law must be concerned with the provision of public benefit. The trustees have a duty to comply with guidance on public benefit from the Charity Commission. This report therefore also includes the following required statement: that the trustees are aware of the guidance on public benefit and have had due regard to it, when exercising any powers or duties to which it applies.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>VILLAGE LIFE COMMUNITY PROJECT</b>	NO (NMCW) <b>1169515</b>
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**CC16a**

## Receipts and payments accounts

For the period from	Period start date 01/07/2023	To	Period end date 30/06/2024
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### 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 £
<b>A1 Receipts</b>					
Donations	2,018	-	-	2,018	776
Training Donations	-	-	-	-	60
Gift Aid Reclaim	204	-	-	204	50
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,222</b>	<b>-</b>	<b>-</b>	<b>2,222</b>	<b>886</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>2,222</b>	<b>-</b>	<b>-</b>	<b>2,222</b>	<b>886</b>
<b>A3 Payments</b>					
Insurance	184	-	-	184	703
Volunteer Emergency Telephone	120	-	-	120	120
AED Maintenance	175	-	-	175	240
Training	-	-	-	-	116
Bank Charges	-	-	-	-	5
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>479</b>	<b>-</b>	<b>-</b>	<b>479</b>	<b>1,184</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>479</b>	<b>-</b>	<b>-</b>	<b>479</b>	<b>1,184</b>
<b>Net of receipts/(payments)</b>	<b>1,743</b>	<b>-</b>	<b>-</b>	<b>1,743</b>	<b>298</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,546	-	-	3,546	3,844
<b>Cash funds this year end</b>	<b>5,289</b>	<b>-</b>	<b>-</b>	<b>5,289</b>	<b>3,546</b>

## 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 £
<b>B1 Cash funds</b>	Co-Op Bank 6725407700	1,289	-	-
	Co-Op Bank 6734312453	4,000	-	-
		-	-	-
	<b>Total cash funds</b>	<b>5,289</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

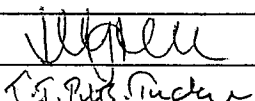
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	L Green T Pitts-Tucker	07/08/2024 12/9/24

**VILLAGE LIFE COMMUNITY PROJECT**

England & Wales - Charity number 1169515

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# Accounts

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## Trustees' Annual Report for the period

From **1st September 2022 to 31<sup>st</sup> August 2023**

Charity name: **Village Life Community Project**

Charity registration number: **1169515**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Objects The objects of the CIO are to: (a) To preserve and protect human life by establishing and maintaining a community based emergency response organisation, based around publicly accessible AEDs with volunteers trained in CPR and the use of AEDs. (b) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.
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 and maintenance of community defibrillators at five local sites. Ongoing provision of training sessions to teach or update people in how to do CPR and use a defibrillator Running a group of volunteers ready to take a defibrillator to where it is needed and assist with resuscitation
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	It is confirmed that the VLCP trustees have had regard to 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	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable

Contribution made by volunteers	Para 1.38	Regular checking operability of defibrillators Provision of training sessions for members of public Help with fund raising activities Maintenance of village emergency response system at one village site
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	Please see end of this document for copy of VLCP chair's annual report narrative, as presented to AGM 25 <sup>th</sup> October 2023.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	No specific objectives set No resuscitation incidents reported in last year 60 people trained or updated in CPR Volunteer emergency response group continues in one village community
Performance of fundraising activities against objectives set	Para 1.41	No specific objectives set Income from donations £750 higher than usual average of £450
Investment performance against objectives	Para 1.41	No investments held
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Bank £3702. Reserves £3339 Unallocated Cash £363
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves held for projected ongoing maintenance, and for planned replacement of AED & ancillary equipment
Amount of reserves held	Para 1.22	£3339
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	Individual supporters making regular donations with supplementary use of Gift Aid
Investment policy and objectives including any social investment policy adopted	Para 1.46	None applicable
A description of the principal risks facing the charity	Para 1.46	<ol style="list-style-type: none"> <li>1. Failure of defibrillator(s) as lifesaving equipment</li> <li>2. Theft of equipment</li> <li>3. Volunteers or members of public facing difficulty after involvement in emergency incident</li> <li>4. Liability for harm caused by use of or access to equipment</li> <li>5. Liability arising from training activities</li> <li>6. Financial shortfalls leading to difficulty in maintaining current provision of equipment and training and future replacement of equipment at end of operable life.</li> </ol>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	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	New Trustees appointed with consent of existing trustees following invitation to individuals, already known to the trustees, who have been involved or otherwise interested in the running of the charity

### 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	Following satisfactory completion of CC recommended vetting procedures, the new trustee to have discussions with secretary & be given copies of VLCP Constitution, minutes of recent meetings, recent accounts, latest annual report plus CC guidance documents for trustees: the 'Essential Trustee jigsaw' & 6 main duties; CC3a 'Charity Trustee: what's involved' & The Charity Governance Code for smaller charities. Also online reference to CC3 'The essential trustee, what you need to know, what you need to do' (since it is 40 pages long).
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are currently six trustees, three of whom have designated roles as chair, treasurer and secretary. Trustees meetings are held two or three times a year including the AGM in October. VLCP is a member of GAVO the Gwent Association of Voluntary Organisations. VLCP was set up with the help of the then public access defibrillator scheme manager at Welsh Ambulance and maintains contact with that organisation.
Relationship with any related parties	Para 1.51	n/a
Other		

## Reference and Administrative details

Charity name	Village Life Community Project
Other name the charity uses	working names: Village Life, VLCP or VL, for short
Registered charity number	1169515
Charity's principal address	c/o VLCP Secretary at: Tŷ Uchaf, St Maughans, Monmouth, NP25 5QF

## 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	Five Cram	Chair	2016 onward	n/a
2	Thomas Pitts-Tucker	Secretary	2016 onward	n/a
3	Linda Green	Treasurer	2017 onward	n/a
4	Julia Willis		2017 onward	n/a
5	Richard Cotterill		2018 onward	n/a
6	David Johnson		2020 onward	n/a

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

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

## Funds held as custodian trustees on behalf of others

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

## Additional information (optional)

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
n/a		

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

n/a

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

n/a



**Other optional information**

n/a

**Declarations**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Five Cram	Thomas Pitts-Tucker
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary

**Date**

20<sup>th</sup> November 2023

See Chair's narrative annual report overleaf as presented to AGM 25th October 2023

## **Chair's Annual Report - October 2023**

Village Life was set up in 2016 to install and maintain public access defibrillators in Llangattock Vibon Avel CC district and also to provide ongoing training updates in how to perform CPR and use a defibrillator. These remain the chief purposes of the charity. The original intention had been to set up a community based emergency response organisation, based around the defibrillators with volunteers trained to assist but this proved over ambitious in that only one village now has such a structure in operation. The constitution also refers to the possible relief of those in need, for any reason or disadvantage, as an overriding general objective of public benefit. This was the case in two village communities with local Village Life efforts aimed at boosting community spirit and morale during the Covid pandemic. But the trustees recognise that limited funds and resources preclude any significant undertaking beyond the chief purposes to do with operating defibrillators in the community and providing training in their use.

A major change for us all since last year is that Covid has finally turned into being a lower level problem. Along with everyone else Village Life has been able to resume a more normal range of activities this past year, including provision of further training sessions. This report summarises VL activities & developments during the year and will be presented by the chair at the AGM for approval by all the trustees. It is also being sent as part of the required annual return to the Charity Commission.

### **Insurance cover**

After the last AGM in October 2022 the Trustees met at the beginning of March, when there was discussion about whether to continue training or not, in the light of high and it seemed ever increasing insurance costs. The latest premium from Hiscox/PHP had reached £530, more than half VL's usual annual expenditure of around £850. Enquiries about the availability of any help, such as cost sharing or even simply advice about the problem, had disappointingly drawn a blank at the County Council, both Skenfrith and Whitecastle Community Councils, and GAVO (Gwent Association of Voluntary Organisations) as well as the BHF (British Heart Foundation) and RCUK (Resuscitation Council UK). But in the end PHP suggested approaching new brokers, A-Plan in Macclesfield, who recommended a policy with very similar cover at a premium of only £170, with Ansvar, who specialise in insuring faith, charity and not for profit community groups.

### **Training**

The reduced premium has taken off some of the financial pressures and means we do not necessarily have to abandon the VL training programme as indemnity cover for this still continues. A newly revised and updated version of this programme continued in use during the year with six sessions at which 60 people in total attended, including two meetings outside the area, one in Buckholt Community Centre and the other in Garway Village Hall, for the new defibrillator group based in Broad Oak.

Uptake of VL training offered in the community continues at a worthwhile level although rather lower than when VL first started out. Enquiries were made again with Welsh Ambulance as to whether Tom and Kate, our current trainers, could be reapproved given that previously it had been said new arrangements were imminent. Apparently Public Health Wales is now taking over responsibility for CPR & Defibrillator training courses for members of the public, but no definite

trainer scheme has been set up yet. VL has registered an interest in being part of this scheme, which may entail VL trainers attending an update course themselves.

Plans are for a further round of training sessions to be offered in the coming year. It would be much appreciated once again if these could be organised and advertised locally in each village area, using existing community contact networks. Hopefully there will be sufficient interest to justify the effort!

### **Community Councils**

Whitecastle and Skenfrith Community Councils have now taken over from the former Llangattock Vibon Avel CC, which means VL partially straddles both areas. Approaching Les Taylor, clerk to both Skenfrith and Whitecastle CCs, over the insurance question led to better mutual understanding with details of VL's activities being posted on both these websites. VL has also been encouraged to formally apply for financial support as an active local community group with both councils, the results of which application are awaited.

### **Finances**

See the separate detailed statement of accounts by Linda as treasurer. But in broad terms VL's financial position has remained much the same. Incoming donations usually at around £450 have remained below the level of expenses of £850 so that it has been necessary to draw on capital reserves left over from grants and donations received at the time the defibrillators were first installed. Reducing insurance costs will help ease this, as explained above. In the past the trustees have felt unable to set aside reserves to fund future replacement of the defibrillators and associated equipment at the end of its working lifespan. Income raised through donations and other activities has simply been insufficient. And latterly Covid had rather reduced opportunities for public events to raise money. But this was never felt entirely satisfactory and in early September the Trustees reviewed this policy. In the event it was felt preferable that VL should resume this objective and the accounts have been revised accordingly. This has moved VL's financial position from one of credit to debit, with a consequent need to raise an additional £1600 each year for the next 5 to 6 years to meet these future liabilities. One practical problem has been knowing exactly how long the Zoll AED Plus defibrillators can be expected to remain operational. Currently three are 7 years old and two 5 years, with the extended guarantees expiring at 7 years. In future VL may well need to arrange servicing checks with Zoll to extend their life. Given that their operability is potentially critical to life it is envisioned that replacement occurs by 13 years if not sooner. Further enquiries are being made with Zoll about recommended lifespan. Defibrillator replacement costs are expected to be between £1100 to £1200 per unit, allowing for inflation.

### **Fund raising**

If we are to meet these revised targets, for setting aside replacement reserves, plans will need to be made for fund raising and grant applications.

### **Incidents**

No further incidents have occurred in the past year needing a VL defibrillator to be taken out, whether just as a precaution or being used in earnest. The trusty band of volunteer defib gofers continues to be available 24/7 in Maypole & St Maughans, contactable via the village emergency telephone system (VETS). A similar VETS scheme operates in Broad Oak, but the idea hasn't so far caught on in the rest of the VL area.

### **Equipment Checks**

All five defibrillators are checked regularly by kind volunteers, with thanks going to them, and this is also logged with the BHF national defibrillator database, The Circuit, which is referred to by the emergency services during 999 calls.

A recent check in September confirmed the defibrillators and cabinets were in good condition, with first aid leaflets, what to do cards and a scissor/razor pack in each. The rather faded RCUK posters, reminding people how to recognise and what to do for cardiac arrest, are being replaced in the three phone boxes. Paediatric pads were replaced at the school in Cross Ash in April; adult pads and batteries in Rockfield in September; with new batteries also in Newcastle. Both the batteries and adult pads last up to 5 years, but the paediatric pads only two. Electrical safety checks were last done on the three phone boxes in Feb 2021, and are due every 5 years. Responsibility for the electric supply at Cross Ash & Skenfrith comes under the school and village hall respectively.

### **Charity Commission**

The Charity Commission is adopting a new extended range of questions, when filing annual returns, to check on charities' governance, financial procedures and other general policies such as risk management, safeguarding, data security, volunteers etc. VL's existing policies in these areas were drawn up some five years ago now, so the trustees will need to carry out a review of these over the coming months.

### **Trustees' statement of compliance with Charity Commission guidance on Public Benefit**

Charities by law must be concerned with the provision of public benefit. The trustees have a duty to comply with guidance on public benefit from the Charity Commission. This report therefore also includes the following required statement: that the trustees are aware of the guidance on public benefit and have had due regard to it, when exercising any powers or duties to which it applies.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity name  
VILLAGE LIFE COMMUNITY PROJECT

No (if any)  
1169515

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/07/2022	To	Period end date 30/06/2023
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### 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 £
<b>A1 Receipts</b>					
Donations	776	-	-	776	415
Training Donations	60	-	-	60	-
Gift Aid Reclaim	50	-	-	50	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>886</b>	<b>-</b>	<b>-</b>	<b>886</b>	<b>415</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>886</b>	<b>-</b>	<b>-</b>	<b>886</b>	<b>415</b>
<b>A3 Payments</b>					
Insurance	703	-	-	703	500
Volunteer Emergency Telephone	120	-	-	120	120
AED Maintenance	240	-	-	240	128
Training	116	-	-	116	95
Bank Charges	5	-	-	5	35
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,184</b>	<b>-</b>	<b>-</b>	<b>1,184</b>	<b>878</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>1,184</b>	<b>-</b>	<b>-</b>	<b>1,184</b>	<b>878</b>
<b>Net of receipts/(payments)</b>	<b>- 298</b>	<b>-</b>	<b>-</b>	<b>- 298</b>	<b>- 463</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,844	-	-	3,844	4,307
<b>Cash funds this year end</b>	<b>3,546</b>	<b>-</b>	<b>-</b>	<b>3,546</b>	<b>3,844</b>

# 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 £
<b>B1 Cash funds</b>	Co-Operative Bank	3,546	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>3,546</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

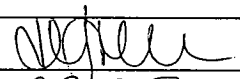
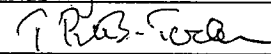
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	L Green	10/07/2023
	T Pitts-Tucker	7 Aug 23

**VILLAGE LIFE COMMUNITY PROJECT**

England & Wales - Charity number 1169515

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# Accounts

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## **Trustees Annual Report - October 2022**

Because of the continuing covid pandemic it has been another quiet year with relatively little happening in the Village Life project. It had been hoped to resume CPR/AED training activities at the end of 2021 or earlier this year but the high level of cases during the Spring and Summer waves of the omicron variant made this seem not such a good idea. However, most people are now continuing life on a more or less normal basis, so it was felt reasonable to go ahead with a new program of CPR & AED refresher courses in the Autumn. This is now getting under way, but needless to say Covid has reared its head again with new cases as high as ever. How we aim to mitigate risks in training events is discussed later on in this report.

The trustees held an interim meeting on Zoom in April, postponed from the usual earlier date in Jan/Feb. In view of few further matters arising, it was decided to defer the usual summer meeting in June until the Autumn AGM in October/November

### **Finances**

Covid has had damping effects on social activities, including any fund-raising events, but Village Life's financial position remains fairly healthy, as detailed in the annual accounts. The bank account has now been transferred from HSBC to the Co-operative Bank through a rather complex process. All credit to the treasurer for overseeing this. The VL account remains in credit with sufficient reserves to meet any likely ongoing expenditure in the short to medium term. But these reserves are reducing as donations are not keeping up with expenditure. Our major current expense remains the bill for insurance to cover public liability from use of the defibrillator equipment, indemnity for training activities (as recommended by the Resuscitation Council) and cover for any employee type risks encountered by VL volunteers. Unfortunately, this year the insurance bill did increase from £480 to £530.

Following an incident in June in Rockfield, during which the defibrillator was used, it was necessary to obtain replacement pads, which were provided free of charge by the Ambulance service after only a short delay. This is in line with their usual practice to offer replacement pads and batteries if needed). However, the trustees decided it would be preferable for VL to keep a set of adult pads (and batteries) in reserve to avoid any such potential delays in future. (These are being kept at the secretary's house). It has led to a modest additional cost of £110 for the adult pads (5 year lifespan) and £25 for a spare set of batteries.

### **Emergency incidents**

As mentioned above an incident occurred at the end of June in Rockfield, during which the ambulance 999 call handler advised giving CPR to the patient and using a defibrillator, on the basis of suspected cardiac arrest, given that he was unconscious and not breathing normally. As it turned out he had in fact had a stroke rather than a cardiac arrest, but fortunately was taken to hospital in time for appropriate urgent clinical intervention and he has survived to come home. The defibrillator was operated successfully with pads applied and the heart rhythm analysed, but no shock was advised or given. As per existing VL policy Tom has been in touch with the patient's family to offer a chance to debrief after the event which inevitably would have been traumatic. This offer was accepted, and supportive counselling was provided on a couple of occasions. Feedback was that it was easy to access and operate the defibrillator, apart from the pads packet being a little awkward to open. The case is also being discussed with the Ambulance service (with the permission of the patient's family), to see if there are any learning points that could be brought up in the VL refresher training program concerning assessment of a patient's breathing as abnormal as this had triggered the presumption of cardiac arrest.

There was one other occasion on 7th October when the Newcastle defibrillator was taken out to the Montessori School in case it was needed for a child who had fallen badly. But it remained unused and was returned to station the same day.

## **Equipment**

All five defibrillators (AEDs) continue to be checked regularly and their operational status reported to the British Heart Foundation national defibrillator database, The Circuit, which is referred to by the emergency services during 999 calls. On the occasion when the Rockfield AED was temporarily out of commission after an incident the database was updated immediately, and then again once the AED was back on station. Currently the AEDs are about halfway through their expected operational lifespan of 10 to 12 years.

A question has arisen previously, and was brought up again in July, whether there was a need for paediatric pads to be kept with each AED. Tom clarified that currently this was only the case at Cross Ash School, in line with the RCUK (Resuscitation Council UK) recommendations for AEDs in schools. VL policy had been not to provide paediatric pads at other sites as the likelihood of them being needed was very low indeed (even in schools AEDs are far more likely to be used on adults than children according to RCUK). Furthermore paediatric pads have a much shorter lifespan of only two years, and having them introduces a further complication to any would be rescuer potentially having to check or change pads before using the AED at an incident. In any event Zoll state that adult pads can actually be used on children, if need be, which is also confirmed by RCUK guidance. So, the trustees elected to continue without changing the policy on pads.

A simple audit check on the posters and information provided at each site and with each AED is underway as some have rather faded. It is also important that anyone taking out an AED knows who to contact to ensure it is returned after use and checked to be fully operational before going back on station. The main aim is to keep messages clear & simple by using the officially approved RCUK poster (copy attached as appendix).

## **Training**

As mentioned above, plans are in hand for CPR/AED training update refresher events to resume around each AED village site, despite covid still being around. This is felt justifiable as there are clearly benefits to be had from people refreshing their knowledge and skills for emergencies, such as a cardiac arrest. This is especially so with the Ambulance service under huge pressure in this region as it is across Wales. The latest statistics for August show that only 50% of code red emergencies such as cardiac arrest are reached within 8 minutes, the target being 65%. The delay can also be much longer apparently. So at least some people knowing what to do, and being up to date with their skills, is as important as ever. But given the continuing problem of Covid it has been decided not to teach the technique of rescue breaths using manikins, because of cross infection risks, and also to offer masks and alcohol hand gels for people to use. Clearly people who are unwell or clinically vulnerable should stay away. Rescue breaths are still recommended by RCUK in the latest 2021 guidelines, especially when resuscitating children, but with the cautionary note that the rescuer should know how and feel confident to do so. One concern is that rescuers who are uncertain and not so confident may perform chest compressions less consistently and effectively if worrying about adding in the rescue breaths.

The secretary had approached Carl Powell, the Ambulance service Clinical Support Lead with responsibility for public access defibrillator schemes, on the question of himself and another VL trainer in Rockfield being re-approved as Welsh Ambulance CPR & AED trainers. This recognition had been continued under Gerard Rothwell, his predecessor, who retired in 2021. The matter is currently being considered but we recently heard that approval and training for such educational roles will probably be removed from the Ambulance service itself and instead delegated to an external independent organisation, so things are a bit uncertain. Nevertheless, the current VL CPR & AED refresher update course has been rewritten in line with the latest 2021 RCUK guidelines on training members of the public.

Use of the in house produced VL First Aid booklet was discussed earlier in the year and a decision made to use the St John Ambulance first aid booklet instead, to reduce VL's responsibility and workload. This SJA guide is now kept with each AED and will also be available to people at refresher sessions.

## **Villages & AED sites**

*Cross Ash School* has effectively taken over as the local organisation managing the AED which is housed by the school main entrance. This is a good place as both staff, parents and children see it daily and are therefore more aware of potential use of an AED in emergency. A sign has also been erected by the school gate indicating the location of the AED. Plans are in hand for update training event(s) to be held this autumn/winter for staff, parents or villagers. This is being organised with the support of the head teacher.

*Newcastle*. The AED is checked regularly and as mentioned above has been taken out once on an 'in case' basis. A local training update event is currently being organised.

*Skenfrith*. Unfortunately, despite being refurbished after the floods, securing active support for the village hall has apparently been a problem. The current chairperson is leaving shortly, but has kindly arranged for a someone new to take over as defib checker from our current volunteer who has done this for 5 years, which is much appreciated. Soundings are being made about a local training refresher event in the hall. An AED direction sign pointing to the village hall has been placed on the gateway to the castle meadow with kind permission of Cadw.

*Maypole St Maughans*. An AED direction sign pointing to the Maypole AED has been placed on the gateway to the field giving access to the Tregate Bridge swimming hole, with kind permission of the landowner. The VETS volunteers ('defib gofers') continue to operate but have not been called upon this year. The annual update for volunteers is being held on 30<sup>th</sup> November. A new volunteer is kindly helping to organise local training refresher events for others. There will be a bucket collection for Village Life at a small ceremony on Nov 5<sup>th</sup> to celebrate the village fountain having been listed by Cadw. Last year an open gardens fundraiser was under consideration but didn't go ahead due to covid. It would be an option to consider again next year. Various other spin off activities like the Swap Shop cum Library/Institute, village friendship bench, wildflower verges and suchlike continue having started out under the influence of Village Life. The local Village Viral News magazine produced during the pandemic kept going until ceasing earlier this year, after 34 issues. But periodic VL news updates still go out.

*Rockfield* continues to be active as a community with coffee mornings and other activities eg foot path work. Plans for a further refresher event are underway, boosted somewhat by the incident which occurred during the summer.

## **Database & GDPR**

Following the earlier decision, the amount of personal information that VL holds has been drastically reduced, in line with GDPR principles of not retaining redundant data. The basic principle now is that VL instead liaises with each village community as they have their own independent contact lists. The one for Maypole St Maughans is kept by the secretary but consists merely of peoples' names, email addresses and house names. Financial information on donors necessary for HMRC Gift Aid and accounting purposes is kept separately by the treasurer.

This Trustees' Annual Report is being sent to the Charity Commission as usual and will form the basis of the chairman's remarks at the AGM which is being held on Wednesday November 16<sup>th</sup>.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>VILLAGE LIFE COMMUNITY PROJECT</b>	No (if any) <b>1169515</b>
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## Receipts and payments accounts

For the period from	Period start date 7/1/2021	To	Period end date 6/30/2022
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### 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 £
<b>A1 Receipts</b>				
Donations	415	-	-	415
HMRC Giftaid Reclaim	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	415	-	-	415
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	415	-	-	415
<b>A3 Payments</b>				
Insurance	500	-	-	500
Volunteer Emergency Telephone	120	-	-	120
AED Maintenance	128	-	-	128
Training	95	-	-	95
Bank Charges	35	-	-	35
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	878	-	-	878
<b>A4 Asset and investment purchases, (see table)</b>				
1 x Heat Cabinet	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	878	-	-	878
<b>Net of receipts/(payments)</b>	- 463	-	-	- 463
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	4,307	-	-	4,307
<b>Cash funds this year end</b>	3,844	-	-	3,844

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	HSBC Bank	3,844	-
		-	-
		-	-
	<b>Total cash funds</b>	<b>3,844</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-

Categories	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name
	L Green
	T Pitts-Tucker

**CC16a**



**Last year**

**to the nearest £**

<b>1,015</b>
<b>287</b>
-
-
-
-
-
-
<b>1,302</b>

-
-
-

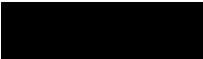
<b>1,302</b>
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<b>480</b>
<b>120</b>
<b>387</b>
-
-
-
-
-
-
<b>987</b>

<b>335</b>
<b>335</b>

<b>1,322</b>
--------------

<b>- 20</b>
-
<b>4,327</b>
<b>4,307</b>



**Endowment funds**

to nearest £

-
-
-
-

OK

**Endowment funds**

to nearest £

-
-
-
-
-
-

**Current value (optional)**

-
-
-
-
-

**Current value (optional)**

-
-
-
-
-
-
-
-
-

**When due (optional)**


Date of approval


**VILLAGE LIFE COMMUNITY PROJECT**

England & Wales - Charity number 1169515

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# Accounts

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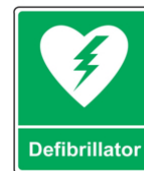
## Trustees' Annual Report September 2021

Village Life was set up in 2015 as a charitable community project providing quick public access to defibrillators in the principal villages in the Llangattock Vibon Avel ward of rural Monmouthshire. The main reason was the recognition that it takes time, even in the best of circumstances, for the emergency services to reach victims of cardiac arrest in more remote locations such as these. Fortunately incidents of this nature are infrequent, but the consequences of delay can be devastating and life threatening. Since the project began five defibrillators have been installed in Cross Ash, Skenfrith, Newcastle, Maypole & Rockfield. They are maintained with regular checks by local volunteers and details are updated on 'The Circuit', the national database of defibrillators run for the emergency services by the British Heart Foundation. A program of meetings, to teach members of the public how to perform CPR and if necessary use a defibrillator, has been carried out with around 250 people trained or re-trained so far. Unfortunately this program, based on small group in person hands on training sessions, has been halted by the Covid pandemic. At the time of writing case numbers remain sufficiently high to make restarting training problematic, but the intention is to resume as soon as safely possible.

There has been a trickle of incidents. Defibrillators have been taken out on three occasions as a precautionary measure, (only on one occasion actually being put to use although no shock was then required, until later on when the patient who had had a heart attack went into cardiac arrest on the way to hospital). One of the things discovered in recent incidents involving emergency services is that locating the place or victim can be challenging, where quite often there is also no mobile signal for verification. As a result the project has advocated the use of what3words codes by members of the public when calling 999, as they are much more specific than postcodes. This message has been reiterated in training sessions & local information campaigns. In one village, Maypole & St Maughans, a group of volunteers has been set up who can be summoned by the emergency services or by other villagers using a Village Emergency Telephone System to help fetch the defibrillator and take it to the incident for use before the paramedics are able to get there. This volunteers' group continues & undergoes annual refresher sessions on CPR & use of the AED but members are not themselves however full first aiders.

Covid has not only curtailed training sessions but also other activities such as fundraising events or face-to-face trustees' meetings. These last have been held instead via Zoom on-line on three occasions, including the AGM last October. But the hardy trustees did meet in person in a well ventilated & rather chilly barn this June. At the present moment the third wave of Covid is in full swing with expectations of a further surge in cases now that pupils have returned to schools & colleges. The latest Office of National Statistics survey report suggests 1 in 65 people in Wales are currently infected (10<sup>th</sup> September). Although full vaccination usually protects individuals against serious illness it only partially reduces rates of infection and transmission to others who may be vulnerable. Therefore prospects for a face-to-face AGM this Autumn remain circumspect, as does the idea of restarting training sessions.

The separate treasurer's report shows that the charity's financial position remains positive with reserves in the bank, despite reduced income from fundraising this year. There is enough in reserve to meet anticipated running expenses, the highest of which is the cost of insurance, for the next 3 or 4 years before the situation becomes more critical. The project has been undertaking replacements of pads and batteries, as some have already been in situ for their expected five-year lifespan and did replace the cracked external cabinet in Skenfrith this year. Electrical safety checks & remedial earthing works were also carried out on the three telephone box sites. But no other major capital replacements are expected or being planned.



When the defibrillators reach the end of their operational lives in another five to ten years this will however become a significant issue for each community involved, whether and how to finance replacing their defibrillator. The project may not be able to attract sufficient funding grants to do this across the board as was done at the outset.

Since inception the project has maintained a database of contact details of people who have either supported the project, attended meetings or been to training events, which has required some effort to meet GDPR requirements. For some time it has been increasingly evident that the response to emails advertising events or requesting funding support is very low. Furthermore, with a population turnover of around 10% annually it is more than likely that nearly half the contact details may be inaccurate. A feeling has been growing among the trustees that the project should perhaps abandon keeping the database as the information is no longer really needed, itself a requirement of GDPR. This is to be discussed further and probably confirmed at the AGM. In one village, Maypole & St Maughans, where the local database has been used to run a covid support newsletter/magazine, alternative arrangements will need to be made for distribution, which needs to be agreed with recipients.

As regards training the project hopes to restart CPR and AED refresher sessions again but only when covid prevalence figures have fallen sufficiently to make this a safe prospect. In the meantime Tom, as chief trainer, has had his approval as a Welsh Ambulance CPR/AED trainer renewed by Gerard Rothwell, PADS manager at Welsh Ambulance. Gerard also approved the VL First Aid Guide that has been produced, based on NHS guidelines, which has so far only been issued on a fairly limited basis. The intention is to make more use of it at least in future training sessions. The resuscitation guidelines, on which VL training has been based, are those produced by the UK Resuscitation Council in 2015. A revision of these is expected soon, with the likelihood being that the technique of rescue breaths will no longer be recommended for use by members of the public, other than for younger children. Covid has in fact already resulted in rescue breaths no longer being recommended in adult CPR scenarios.

This report has been produced as part of the annual return to the Charity Commission and will form the basis of the chairman's report at the AGM in November 2021.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Village Life Community Project

1169515

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/07/2020

To

Period end date  
30/06/2021

### 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 £
<b>A1 Receipts</b>					
Donations	1,015	-	-	1,015	2,090
HMRC Gift Aid Reclaim	287	-	-	287	210
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,302</b>	<b>-</b>	<b>-</b>	<b>1,302</b>	<b>2,300</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>1,302</b>	<b>-</b>	<b>-</b>	<b>1,302</b>	<b>2,300</b>
<b>A3 Payments</b>					
Insurance	480	-	-	480	470
Volunteer Emergency Telephone	120	-	-	120	120
AED Maintenance	387	-	-	387	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>987</b>	<b>-</b>	<b>-</b>	<b>987</b>	<b>590</b>
<b>A4 Asset and investment purchases, (see table)</b>					
1 x Heat Cabinet	335	-	-	335	-
	-	-	-	-	-
<b>Sub total</b>	<b>335</b>	<b>-</b>	<b>-</b>	<b>335</b>	<b>-</b>
<b>Total payments</b>	<b>1,322</b>	<b>-</b>	<b>-</b>	<b>1,322</b>	<b>590</b>
<b>Net of receipts/(payments)</b>	<b>- 20</b>	<b>-</b>	<b>-</b>	<b>- 20</b>	<b>1,710</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,327	-	-	4,327	2,617
<b>Cash funds this year end</b>	<b>4,307</b>	<b>-</b>	<b>-</b>	<b>4,307</b>	<b>4,327</b>

## 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 £
<b>B1 Cash funds</b>	Bank	4,307	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>4,307</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

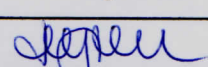
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	L Green	
T Pitts-Tucker	T Pitts-Tucker	12/8/21