

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 30th 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 5th 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 16th.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
VILLAGE LIFE COMMUNITY PROJECT

No (if any)
1169515

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 £
A1 Receipts				
Donations	415	-	-	415
HMRC Giftaid Reclaim	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	415	-	-	415
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	415	-	-	415
A3 Payments				
Insurance	500	-	-	500
Volunteer Emergency Telephone	120	-	-	120
AED Maintenance	128	-	-	128
Training	95	-	-	95
Bank Charges	35	-	-	35
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	878	-	-	878
A4 Asset and investment purchases, (see table)				
1 x Heat Cabinet	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	878	-	-	878
Net of receipts/(payments)	- 463	-	-	- 463
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	4,307	-	-	4,307
Cash funds this year end	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 £
B1 Cash funds	HSBC Bank	3,844	-
		-	-
		-	-
	Total cash funds	3,844	-
	(agree balances with receipts and payments account(s))	OK	OK
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets			-
			-
			-
			-
			-
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities			-
			-
			-
			-
			-
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 £

1,015
287
-
-
-
-
-
-
1,302

-
-

1,302

480
120
387
-
-
-
-
-
-
987

335
335

1,322

-	20
-	
4,327	
4,307	



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval
