

Trustees' Annual Report for the period						
From	Period start date			Period end date		
	01	April	2021	31	March	2022

## Section A Reference and administration details

<b>Charity name</b>	Community Support in the Countryside (CSC)		
<b>Other names charity is known by</b>	Brockham Emergency Response Team (BERT)		
<b>Registered charity number (if any)</b>	1171175		
<b>Charity's principal address</b>	15 OAKDENE CLOSE, BROCKHAM, BETCHWORTH, SURREY		
<b>Postcode</b>	RH3 7JZ		

### 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	Robert James Thomas	Chairperson	Whole year	N/A
2	Trevor John Anderson	Treasurer	Whole year	N/A
3	Simon Budd		Whole year	N/A
4	Isobel Fiona Heppenstall		Whole year	N/A
5	Trevor Hizzard		Whole Year	N/A
6	Craig Scott		Whole year	N/A
7	Daved Robert Shanks		Whole year	N/A
8	Ann Went		Appointed 1 May 2021	N/A
9	Michael Philip Went		Appointed 1 May 2021	N/A
	Alessandra F N Truran	Secretary	Resigned 30 April 2021	N/A
	Robert Gregory		Resigned 30 April 2021	N/A
	Zoe Odette Collins		Resigned 14 October 2021	N/A

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	N/A

### 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
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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CSC is governed by a Constitution document, which was set out when the charity was incorporated on 18 January 2017.
How the charity is constituted (eg. trust, association, company)	CSC is a charitable incorporated organisation (CIO) governed by the Foundation Constitution document.
Trustee selection methods (eg. appointed by, elected by)	The original trustees were appointed from the people who had historically helped BERT, were willing and able to act as trustees and to give an appropriate range of knowledge and skills to cover the legal, financial, technical, promotional and other needs of CSC as a charity. New trustees are appointed following agreement of existing trustees, and follow the same principle of creating a group with appropriate knowledge and experience to run the charity effectively.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The formal business of CSC is conducted through trustee meetings, which are usually held quarterly. Progress of agreed actions is managed through regular follow up.

In addition to the charity structure, BERT carries out operational tasks with the support of volunteer team leaders. These are typically long-standing BERT volunteers who have been committed to our activities and been willing to undertake the training necessary for the role.

CSC/BERT has adopted a set of policies, which are reviewed annually, to cover the health and safety, safeguarding, and the protection of personal data of trustees and volunteers.

CSC/BERT regularly engages with Brockham Parish Council, Mole Valley District Council, Surrey County Council and with relevant government bodies to manage flood risks, to report incidents or concerns, and to support the local community.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The purposes of CSC, as set out in the founding document, are:

To relieve persons who are in conditions of need, hardship or distress as a result of a natural or other disaster or emergency, to promote public safety and to protect the lives and property of residents of Brockham in particular but not exclusively by:

- a. Developing the capacity of residents with the aim to prevent and reduce the likelihood and consequences of local flooding, particularly from drainage ditches and surface water;
- b. Recruiting and training volunteers to enable Brockham Emergency Response Team (BERT) to provide assistance and undertake preventive activities when the village of Brockham is threatened by severe weather, its consequences or other local emergency or disruption;
- c. Assisting the Brockham community in setting up and organising community information and awareness raising events using BERT's expertise, volunteers and equipment for the benefit of local residents;
- d. Developing technology or systems to enhance the capacity of rural communities to monitor and warn local residents of the risk of flooding from rivers, streams or significant drainage ditches; and
- e. Developing technology or systems to enhance the capacity of rural communities to prevent and assist in the detection of rural crime that may result from natural or other disasters or emergencies.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Since the beginning of the coronavirus pandemic and through 2021 and 2022, CSC/BERT remained focused on helping local residents; on 17 March 2020 CSC/BERT launched the ‘**Community Immunity**’ (CI) project. CI supports the main object of the charity: *‘To relieve persons who are in conditions of need, hardship or distress as a result of a natural or other disaster or emergency, to promote public safety and to protect the lives and property of residents of Brockham’.*

## **Community Immunity**

*A BERT initiative – Brockham communities’ response to Coronavirus*

Do you have a neighbour who is over 70 or who has health concerns? Do you even know?

Now is your time to find out if the people you live near will struggle if they are quarantined.

How can you help?

- **Start talking** – find out if the people you live near may be facing exclusion in the coming weeks and see what their concerns are. Tap on a window – remember they may not want to answer the door!
- **Find out how you can help** – Can you pick up a few extra bits when you pop to the shops?, Can you offer to collect a prescription?, Can you walk their dog with yours?
- **Volunteer to become a BEV** – we’ve developed a new “CoronaBEV” category for those who wish to offer their assistance to help people in their local community. BERT will coordinate requests for assistance and see who is available to help

With you we can create an Immunity in our Community to the disruption, hardship and isolation that restriction to movement may cause.

**Get in touch!**

**Want to Volunteer?** – email [Bert.Brockham@gmail.com](mailto:Bert.Brockham@gmail.com)

**Need help?** Call 01302 GOBERT (01302 462378) or email above address.

*Flyer/email issued to Brockham residents in March 2020*

During the year of this report BERT volunteers provided key marshalling support to vaccination clinics held at the local surgery and at the Medwyn Centre in Dorking; eventually BERT support extending to registering vaccination patients on to the NHS system, relieving the medical staff to concentrate on giving vaccinations.



In February 2022 after assisting with 69 vaccination clinics, across four surgeries with 850 volunteer appearances to assist in both marshalling and registering patients, the volunteers received the following letter of thanks from the medical practice.



In April 2021, BERT had the pleasure of a significant invitation from the Surrey Local Resilience Forum (LRF) to virtually attend a visit by The Earl and Countess of Wessex to the temporary community hospital at Headley Court. Representing BERT were BERT Chairman, Bob Thomas, Trustee Craig Scott and food aid and vaccination volunteers Anna Wilson and Charlotte Whittaker. BERT received a prominent

mention at the outset of the discussion which was attended by a number of local charities.



In June Bob Thomas, one of BERT's founders and its chairman since inception, was awarded an MBE in Her Majesty's birthday honours.

With demand dwindling, after giving due notice and ensuring all recipients had alternative mechanisms in place, August saw BERT withdraw the Community Initiative "Prescriptions collection and home delivery" service after delivering a total of 465 prescriptions to residents in need during the pandemic period.

In October Brockwood Medical Practice required a specialist portable medical grade refrigeration unit to transport vaccines to care homes and housebound patients. The request aligned with what BERT are trying to achieve during the pandemic and in September Trustees approved the purchase of one unit for the benefit of the community

At the end of the calendar year, BERT remained fully committed to supporting the community during the pandemic and with the omicron variant sweeping the country putting hospitals at full stretch and with at least 10% of staff off sick there was nothing to indicate that volunteers would not be needed on into the new year.

## BERT

### Flood Prevention and Response

During the year BERT also continued with its main task of flood prevention.

August saw a spell of very heavy overnight rain to which BERT responded by clearing various blocked ditches and trash grilles.

September - BERT assisted the Brockham Cubs. A ditch in Coffin Lane running towards the Bowling Club had become noticeably overgrown and was cut prior to the evening. The cubs were issued a selection of tools and bags and spent an hour raking and clearing the ditch filling six one-ton bags with debris. In addition to BERT's tools we were able to set up floodlights using a kind neighbour's supply to provide power.





Much of October saw repeated periods of heavy rain leading to many calls for BERT assistance from home owners and issues of ditches being overwhelmed requiring urgent attention.





October also saw BERT Life Vice President Bob Bartlett receive the Lord Lieutenant's certificate of appreciation for service to the community from DL's Corinna Lady Hamilton of Dalzell and Lady Louise O'Connor during a ceremony in the church garden.





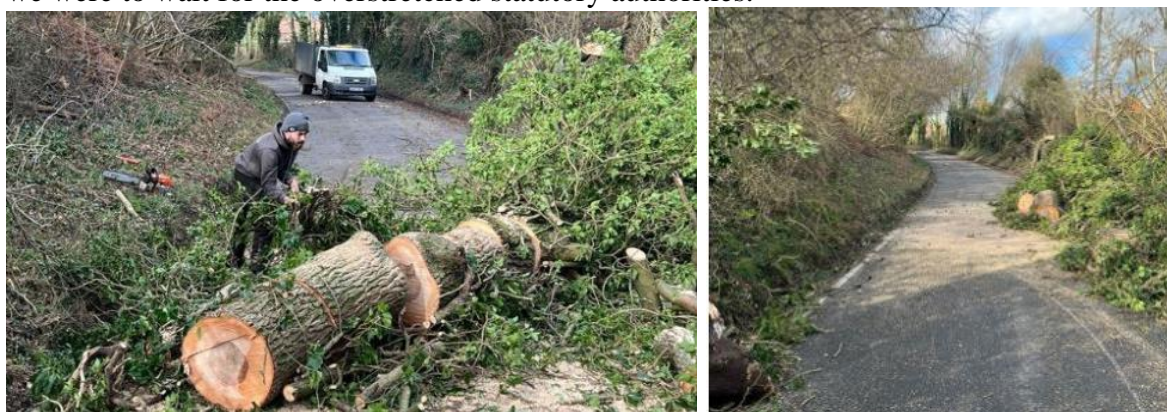
In October, about thirty volunteers of all ages were deployed to clear mostly the main drainage ditch through the village. People will be aware that this had been an extraordinary year for the growth of vegetation and this placed some limitations on what could be done as disposal is always an issue. Men and women worked in the ditches along with young people from the age of eight.



In February a team of volunteers utilising some significant plant loaned by a local farmer undertook a range of ditch clearing actions across the village watercourses



A few weeks later Storm Eunice hit leaving a considerable amount of damage and blocked roads that BERT were able to assist in clearing enabling the community to get back to relative normal faster than if we were to wait for the overstretched statutory authorities.



As a charity CSC/BERT is financially sound and there are no shortage of volunteers both for traditional BERT activities and for helping to meet threats of the pandemic. Who can guess what the year will bring, so it is critical that BERT remains strong, resilient and committed to the tasks set down in the charitable deed.

### Additional details of objectives and activities (Optional information)

As listed in Section C – *Objectives and activities* of this report.

## Section D Achievements and performance

## Summary of the main achievements of the charity during the year

As listed in Section C – Objectives and activities of this report.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

During the year April 21 to March 22 both receipts and payments reverted back to more normal levels, following the high levels of both in the previous year (2020/21), which were an outcome of the pandemic. At the end of the year CSC still retains high levels of cash, and trustees anticipate that the aftermath of the pandemic will affect local families in the years to come, and are considering the optimal 'save/spend' approach in these unprecedented times which will still be aligned with the objectives of CSC as detailed in its constitution.

**Details of any funds materially in deficit**

None to report

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal sources of funds are donations made by local residents and supporters as well as proceedings from the sale of items sold via the BERT community email. During the period April 21 to March 22 there were no grants received from government funded organisations or other sponsorship organisations.

CSC funds this year were still spent supporting our 'Community Immunity' activities. This included the purchase a portable vaccine storage fridge for the Brockwood practice. CSC also spent funds on the upgrade and maintenance of BERT equipment, including a new battery operated brushcutter which is better for the environment than petrol driven equipment.

Detailed information on receipts and payments is available in the Annual Accounts (CC16a).

## Section F Other optional information

Further to your [requirement](#), we declare that there were no serious incidents to report.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Robert James THOMAS MBE

Position (eg Secretary, Chair, etc)

Chair






Charity Name		No (if any)	
Community Support in the Countryside		1171175	
Receipts and payments accounts			
For the period from	Period start date	To	Period end date
	01/04/2021		31/03/2022

## Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations	5,281	-	-	5,281	30,179
Gift aid reclaimed	576			576	3,342
District Council Covid Grant	-	-	-	-	5,000
Covid Sponsorship	-	-	-	-	7,000
Other fund raising	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>5,857</b>	<b>-</b>	<b>-</b>	<b>5,857</b>	<b>45,521</b>
<b>A2 Asset and investment sales, (see table).</b>					
Sale surplus equipment	-	-	-	-	200
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>
<b>Total receipts</b>	<b>5,857</b>	<b>-</b>	<b>-</b>	<b>5,857</b>	<b>45,721</b>
<b>A3 Payments</b>					
Insurance	851	-	-	851	747
General maintenance, fuel etc	843	-	-	843	1,515
Credit / Debit card fees	19	-	-	19	65
Coronavirus support -food aid	-	-	-	-	12,105
Coronavirus support -others	1,586	-	-	1,586	6,611
Donation website admin fees	54	-	-	54	-
Bank charges	32	-	-	32	-
	-	-	-	-	-
<b>Sub total</b>	<b>3,385</b>	<b>-</b>	<b>-</b>	<b>3,385</b>	<b>21,043</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Tools	1,067	-	-	1,067	-
Flood Alert System upgrade	-			-	448
Safety Clothing	-	-	-	-	1,638
Covid sanitisation equipment	-			-	1,044
	-			-	-
	-			-	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,067</b>	<b>-</b>	<b>-</b>	<b>1,067</b>	<b>3,130</b>
<b>Total payments</b>	<b>4,452</b>	<b>-</b>	<b>-</b>	<b>4,452</b>	<b>24,173</b>
<b>Net of receipts/(payments)</b>	<b>1,405</b>	<b>-</b>	<b>-</b>	<b>1,405</b>	<b>21,548</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>31,315</b>	<b>-</b>	<b>-</b>	<b>31,315</b>	<b>9,767</b>
<b>Cash funds this year end</b>	<b>32,720</b>	<b>-</b>	<b>-</b>	<b>32,720</b>	<b>31,315</b>



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

Categories	-	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank	32,720	-	-
	Petty Cash	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>32,720</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	<b>Details</b>			
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Storage equipment	Unrestricted	-	-
	Drain scanning equipment	Unrestricted	-	-
	Pumps and generators	Unrestricted	-	-
	Tools	Unrestricted	-	-
	Safety equipment	Unrestricted	-	-
	Other equipment	Unrestricted	-	-
			-	-
			-	-
		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	
		Robert Thomas MBE (Charirman)	19th July 2022	