



Warwickshire Hearts

(A Charitable Incorporated Organisation)

**Report and Financial Statements
for the Year Ending 30 April 2021**

Charity number 1173425

Warwickshire Hearts

(A Charitable Incorporated Organisation)

Financial Statements for the Year Ending 30 April 2021

Contents

Legal and Administrative Information

Report of the Trustees and Executive Committee

Statement of Financial Activities

Balance Sheet

Income and Expenditure

Notes forming part of the financial statements

Warwickshire Hearts

Report of the Trustees and Executive Committee for the year ended 30 April 2021

The Trustees and Executive Committee present their report and financial statements for the financial year ended 30 April 2021

Reference and Administrative Information

Charity Name: Warwickshire Hearts

Charity Registration number: 1173425

Registered Office: 5 Crossfields Road, Warwick CV34 5HU

Trustees:

Mr Tim Morris	Chair & Trustee
Mrs Sally Shacklock	Treasurer & Trustee
Mr Guy King	Secretary & Trustee
Mrs Helen Gregory	Trustee and CFR Co-ordinator
Mrs Jan Grewal	Trustee
Mr Paul Rowlands	Trustee
Mr Nicholas Shacklock	Trustee
Mrs Helen Smith	Trustee

Executive Committee:

Mrs Marion Wood

Bankers: CAF (Charitable Aid Foundation) Bank

Our Aims and Objectives

Purposes and Aims

The Purposes and Aims of the CIO are set out in the Charity's Constitution and have not changed since the Charity was set up. These are:

1. The provision of immediate medical care to any person involved in any medical emergency or injured in any accident in the area of Warwickshire or any area reasonably close thereto.
2. The preservation and protection of good health by the provision of first aid and emergency life support training to the general public and schools in Warwickshire or any area reasonably close thereto.
3. Such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

Ensuring our work delivers our aims

The Executive Committee maintains a constant rolling review of our aims and objectives throughout the year. To date it has not felt they need to be changed.

This review looks at the success of each key activity in the 12 months of the financial year and the benefits brought to those we are set up to help. It is worth an early statement that this year has been the most challenging we have faced as a charity due to the impact of the COVID pandemic, both on the ability to deliver our objectives due to the Public Health Restrictions imposed by HM Government to aid the fight against COVID and also the lack of availability of our volunteers to deliver some of our services as normal, as many work full time for the NHS or, in the case of our volunteers have been using their skills as part time paid members of the Ambulance Service and also in hospitals. Others have become involved in other community support activities which have had direct relevance to the impact of the COVID pandemic but are outwith the activities of our charity

The focus of our work

Our main objectives for the year continued to be the provision of immediate medical care and the delivery of emergency life support training to the community at large.

Taking the second objective first, it has proved impractical to deliver all bar a very limited amount of the community training we have been accustomed to do as a result of both the significant restrictions on people's freedom of movement caused by the COVID 'lockdowns' in all their forms, the difficulties of delivering such training without breaching social distancing and barrier measures and also the non-availability of a high percentage of our customary training team, numbered amongst whom are: NHS doctors, GP practice staff, teachers and operational paramedics/ambulance staff employed by West Midlands Ambulance Service. As such, and with the exception of very few, carefully arranged sessions in local schools we have not been able to deliver this objective in the 2020-21 Financial Year. As soon as the public hygiene COVID 19 measures began to lift in mid 2021 we started working towards resuming this work (albeit still at a limited level due to continued pressures on the NHS staff) and this will be reported on in the 2021-22 Financial Year.

Our primary objective of the delivery of immediate medical care has also been disrupted during this Financial Year, although the impact of COVID on this objective has been less drastic than that upon the second objective.

We have normally delivered this objective largely through the activities of our Community First Responder team.

At the end of 2020 the number of active CFR's had fallen. This was a result of natural wastage and the effects of the prolonged embargo on CFR recruitment and training by West Midlands Ambulance Service (WMAS). This embargo had been driven by the collapse of the previous CFR training programme and the long delay in development of the new training package. The net impact however is that we were unable either to grow as a CFR scheme or even to replace natural wastage (despite no shortage of potential recruits) for approximately three years

However, this frustrating hiatus ended in February 2021, with the re-introduction of recruitment and the advent of the new Level 3 First Responder on Scene training course. The new arrangements required all existing and new CFRs to qualify by taking this course. Several of the existing CFRs have undertaken the new course since it was launched and 5 new CFRs have been recruited and trained. These new CFRs are now in the process of undertaking their 2 buddy shifts, after which they can become active members of the CFR Scheme, although they will only be able to respond on the scheme car.

We have also seen the transfer of a CFR from an adjacent scheme, which had closed.

In the final months of the year we have therefore begun to see an improvement in our ability to respond to 999 calls on behalf of WMAS, albeit that this work has now needed to be undertaken in full Personal Protective Equipment and against a regular COVID 19 testing schedule.

It is worth noting at this point that, in addition to activities on behalf of the charity, several of our Responders have been undertaking further work in support of the NHS and in response to the COVID 19 pandemic. This has included three who now use their CFR skills to work part time for WMAS Patient Transport Services and one who runs a COVID Vaccination Hub. All this work is totally consistent with our charitable objectives as is the work of three of our Trustees in the provision of support to the bereaved and underprivileged working with our sister charity Evelyn's Gift.

Financial Review

Against the backdrop of COVID 19, the reduced number of operational CFRs and the almost total suspension of Basic Life Support and First Aid training in the community during the period of this report, there has been a significant reduction in the outgoings of the organisation. The main costs have been running, insuring and maintaining the Response Vehicle used by the CFRs and the rental costs for the unit we use to store our equipment.

In parallel to the reduction in outgoings, there has been a more than equivalent reduction in the income to the organisation. Basic Life Support and First Aid training in the community usually leads to significant donations throughout the year. As we have done very little in this line we have barely received any income. In addition, we have normally earned a significant part of our income from the provision of medical cover to local public events such as the Stratford River Festival, Kenilworth Arts Festival etc. All these events have been cancelled in the past year due to COVID restrictions and we have consequently lost significant revenue as a result.

It is fortunate that we have built up a significant reserve of funds from our activities over the last few years, and as such the organisation remains financially viable, albeit that it has made a small loss in this financial year. We are also very lucky that servicing and MOT work on the RV (car) continues to be funded by Warwick Kia.

We have not needed to apply for any capital grants or other external financial support during the period of this report but have previously benefited extensively from donations from Warwick Rotary, Kenilworth Rotary, Warwick Lions, Warwick Town Council, Leamington Spa Town Council and Kenilworth Town Council.

Plans for the future

We look forward as a charity which has been heavily affected by COVID 19 to getting back on our feet in 2021/22 and resuming the delivery of Basic Life Support and First Aid training in the community as the public health situation permits.

The resolution of the training and recruitment impasse with WMAS will also help a lot in helping us work toward having once again the critical mass of volunteers we need both to respond to community needs and to fundraise.

Warwickshire Hearts

Accounts for period 1st May 2020 to 30th April 2021

Income and Expenditure account

	Total 1.5.20 to 30.4.21	Total 1.5.19 to 30.4.20
<u>Income</u>		
Donations	698.42	2756.29
Event Income	0.00	5100.00
Grants	0.00	1904.40
Other Income	27.16	18.21
	-----	-----
Total Income	725.58	9778.90
<u>Expenditure</u>		
Equipment	0.00	1633.80
Uniform	0.00	501.37
Consumables	0.00	2191.61
Insurance	0.00	380.00
Admin	956.11	775.32
Website	402.71	562.65
Car Expenses (see note)	1094.22	300.64
Event Expenses	0.00	313.52
Depreciation	893.53	1666.13
	-----	-----
Total expenses	3346.57	8325.04
	=====	=====
Balance of Income over Expenditure	-2620.99	1453.86

Note This figure includes £712 for insurance for the year. The comparable figure for last year did not include insurance as the bill had been paid in the previous accounting period.

Balance sheet as at 30th April 2021

	30.4.2021	30.4.2020
<u>Fixed Assets</u>		
Skoda	2680.60	3574.13
<u>Current Assets</u>		
CAF Bank current a/c	560.03	1791.65
CAF Bank deposit a/c	8679.12	9174.96
Cash	0.00	0.00
Debtors	0.00	0.00
	-----	-----
<u>Total Current Assets</u>	9239.15	10966.61
<u>Current Liabilities</u>		
Creditors	0.00	0.00
	-----	-----
Balance of Assets over Liabilities	11919.75	14540.74
	=====	=====

Notes forming part of the Accounts for the year ending 30.4.2021

Basis of accounting

The accounts are prepared using a cash basis ie income and expenses are included as they occur and are not apportioned over a period.

Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Assets costing less than £1000 are not capitalised. Depreciation is calculated to write off the cost of the asset over 4 years, except for vehicles where the depreciation is calculated on a reducing balance basis at 25% of the year end valuation.

Depreciation

	£
Net Book Value of response vehicle at 30.4.2020	3574.13
Depreciation for the year	893.53
Net Book Value of response vehicle at 30.4.2021	2680.60

Trustee Remuneration and Related Party Transactions

No trustees received any remuneration during the year or claimed any personal expenses. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

Taxation

As a charity, Warwickshire Hearts is exempt from tax in income or gains if they are used to fund its charitable objects. No tax charges have arisen in the charity.

Auditing

The charity is not required to have the accounts audited or independently examined as the total income this year is below £25000.

These accounts are prepared in accordance with the Charity Commissions Statement of Recommended Practice.

Approved by the Executive Committee on 29.12 2021 and signed on its behalf by

Sally Shacklock, BSc MRPharmS Treasurer

Structure, Governance and Management

Governing Document

The organisation is a Charitable Incorporated Organisation and was registered on 14 June 2017. The CIO incorporates those activities formerly undertaken by Warwick District Community First Responders. The organisation is governed by its Constitution.

Recruitment and Appointment of Trustees and members of the Executive Committee

The Trustees (who are charity trustees for the purposes of charity law) form part of the Executive Committee and are normally elected (or re-elected) for a period of three years at an appropriate Annual General Meeting. They also may choose to stand for a shorter period. Occasionally, when a vacancy arises mid-term the Trustees will co-opt a new Trustee, who will be required to stand for re-election at the next AGM.

Other members of the Executive Committee with specialist skills will be co-opted by the Committee but need not be or become Trustees.

The Executive Committee will appoint a Chairman, Treasurer and Secretary from amongst the Trustees and may appoint a Vice-Chairman. The Community Responders will elect the CFR Co-ordinator as their representative on the Executive Committee

Responsibilities of the Executive Committee

The Executive Committee will normally meet at least three monthly and is responsible for the planning and delivery of the charitable objectives of the organisation.

Company law requires the Executive Committee to also:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent and
- Prepare the financial statements on the ongoing concern basis unless it is not appropriate to assume that the CIO will continue on that basis

The Executive Committee is also responsible for maintaining proper accounting records which comply with the Companies Act 1985 and for taking reasonable steps to prevent fraud and other irregularities.

In practice, much of this work is undertaken by the Treasurer, however the financial oversight responsibility remains with the full Executive Committee.

Certification

In accordance with Company and Charity Law, as the Trustees of the CIO, we certify that this is a true account of the delivery of our responsibilities

Nicholas Shacklock TD* BSc MInst RE

Trustee (Now Chairman)

29 December 2021.