

Keele Community First Responders
(Registered Charity number: 1799199)
Financial statements
for the year ended 30 September 2023

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**Keele Community First Responders
Reference and administrative details
for the year ended 30 September 2023**

Full name	Keele Community First Responders	
Registered Charity number	1179199	
Principal address	Horwood I Keele University Newcastle-under-Lyme ST5 5BG	
Trustees	Richard Lawton Alice Gwyn-Jones Philip Moore Philip Bramwell	Chair Secretary Treasurer Fundraising
Bankers	Natwest 75 High Street Newcastle-under-Lyme Staffordshire ST5 1PP	
Independent examiner	Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD	

Keele Community First Responders Trustees' annual report for the year ended 30 September 2023

The trustees present the annual report together with the financial statements of the CIO for the year ended 30 September 2023.

Governance and management

The charity is a CIO operated under the rules of its constitution adopted 16 July 2018. Once registered with the Charity Commission, the existing unregistered charity immediately transferred all assets, liabilities, and assets to the CIO in July 2018.

Methods adopted for the recruitment and appointment of new trustees

Trustees are elected annually by the members of the charity.

The charity's organisational structure and wider network

The charity side of the group is managed by four trustees who are elected from members of the group. These trustees take on the role of chair, treasurer, fundraiser and secretary. Charity members can either be volunteer responders or non-operational associate members who participate in fundraising or training activities.

The organisational structure of the charity includes the coordinator of the group (which at present is the chair trustee) with the group volunteers who form the operational members of the group. The Keele scheme is overseen by West Midlands Ambulance Service Trust who provide policy and procedures for our Community First Responders.

The charity continues to benefit from its relationships within its network. The charities' wider structure includes a close partnership with West Midlands Ambulance Service (WMAS). WMAS provide trained volunteers (Community First Responders CFRs) to Keele Community First Responders. The charity also utilises volunteers from Keele University and the local community to meet its objectives. The charity continues to have a close relationship with Keele University who provide facilities to enable the charity to operate on the university campus.

Aims and objectives

- The relief of sickness and the preservation of life in Keele and the surrounding area by providing trained volunteers to attend medical emergencies as directed by West Midlands Ambulance Service.
- To advance the education and training of the public in support of Basic Life Support.

Summary of the main activities undertaken

The charity members include the trustees and volunteer community first responders (CFRs). CFRs are trained by and operate under the governance of West Midlands Ambulance Service (WMAS) and respond to 999 emergency calls within the local community. This volunteer activity involves a period of "on call" time whereby the CFR's are available to be dispatched to 999 emergency calls by WMAS. The scheme owns and utilises a scheme ambulance response car to attend emergency calls and for charity activities. On arrival at emergencies, CFRs administer first aid and basic life support. The aim of CFRs attending local emergencies is to reduce the response time of WMAS to life threatening emergencies and to provide lifesaving interventions sooner and thereby improve the survival of patients. The charity also aims to improve first aid knowledge in the community by assisting in providing basic life support awareness.

The charity successfully fundraised and purchased a new response car to replace the current scheme car which is nearing 12 years old. Grants from the National Lottery and Keele University Key Fund were sought and awarded. This along with a donation from the disbandment of a neighbouring charity (Madeley Community First Responders) and internal fundraising raised £20,000 for the car purchase.

Volunteers are the heart of the charity. They provide the coverage and response to 999 calls. The volunteers respond to calls, maintain training, train other members, and raise funds at local events. The volunteers also host community training courses where they teach basic life support techniques to members of the community they serve.

**Keele Community First Responders
Trustees' annual report (continued)
for the year ended 30 September 2023**

Public Benefit

The Trustees of the Charity are aware of the Charity Commission's guidance on public benefit and have regard to it in their administration of the Charity.

Summary of the main achievements during the period

The charity continues to operate and meet its objectives.

The charity 'recruited' 2 new CFRs during the period of 2022 - 2023 to expand our active responder team to 12.

With the 12 months of this report our responders provided 1533 hours of cover and responded to 277 emergency 999 calls.

Financial review

The results for the year are set out on page 6.

The principal sources of funds are from collections at events attended by the charity. Collection pots are also placed in local businesses which are collected regularly. Donations are periodically made to the charity. Grants have been awarded in previous financial years, usually with a specific purchasing

and upkeep maintains the operational ability of the charity.

No investments are made by or on behalf of Keele Community First Responders.

The organisation's policy on reserves

The charity aims to keep a reserve of £1,000 to comfortably cover maintenance and running of the charity vehicle and essential expenditure. At 30 September 2023 the charity held reserves of £2,194 of which £nil was restricted (2022: £9,999) and £2,194 unrestricted (2022: £1,554).

Signed on behalf of the Trustees:

Signed  Date 12/01/24

Richard Lawton
Chair

**Independent examiner's report to the Trustees of
Keele Community First Responders
for the year ended 30 September 2023**

I report to the charity trustees on my examination of the accounts of the charity for the period ended 30 September 2023 which are set out on pages 6 to 8.

Respective responsibilities of trustees and examiner

As the charity's trustees of Keele Community First Responders, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Keele Community First Responders' accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  Date 17/01/2024

Daryl Denson ACMA
VAST

**Keele Community First Responders
Receipts & payments account
for the year ended 30 September 2023**

	Note	Restricted Funds £	Unrestricted Funds £	2023 Total Funds £	2022 Total Funds £
Receipts					
Fundraising		-	3,176	3,176	1,965
Grant	2	10,000	-	10,000	9,999
Mileage reimbursement		-	1,041	1,041	619
Total receipts		10,000	4,217	14,217	12,583
Payments					
Equipment		-	497	497	-
Uniform		-	409	409	565
Fuel		-	779	779	534
Car maintenance		19,999	758	20,757	354
Insurance		-	882	882	880
Fundraising costs		-	-	-	95
Accounts costs		-	252	252	-
Total payments		19,999	3,577	23,576	2,428
Net receipts/(payments)		(9,999)	640	(9,359)	10,155
Cash funds at start of this period		9,999	1,554	11,553	1,398
Cash funds at end of this period		-	2,194	2,194	11,553

**Keele Community First Responders
Statement of assets and liabilities
at 30 September 2023**

	2023	2022
Cash assets	£	£
Bank Accounts	2,194	11,553
	<u>2,194</u>	<u>11,553</u>
 Liabilities	 £	 £
Independent Examiner's fee	254	252
	<u>254</u>	<u>252</u>

Non Monetary Assets held for Charity's Own Use

The charity holds various assets which were donated to the CIO by the unregistered charity.
These include the following:

Ambulance car and associated lighting and equipment
Response equipment
Training equipment
Uniform
Various spares and miscellaneous items

These financial statements are accepted on behalf of the charity by:

Signed 

Dated 12/01/24

Richard Lawton
Chair

Keele Community First Responders
Notes to the accounts
for the period ended 30 September 2023

1. Trustees' remuneration and related party transactions

No remuneration or expenses were paid to Trustees or any related party during the year.

2. Grants

	2023	2022
	£	£
Madeley CFR	5,000	-
Keele University KeyFund	5,000	-
National Lottery	-	9,999
	<u>10,000</u>	<u>9,999</u>