



SERV Herts and Beds Annual Report

1ST JANUARY 2023 – 31ST DECEMBER 2023

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

Contents

Brief History of SERV Herts & Beds	2
Charity Status, Structure, Membership and Trustees	2
Financials and Legal	3
Recruitment, Assessments & Training of Volunteers	4
Processes and Procedures	5
Record of Tasks Performed January 2022 – December 2022	5
Significant Events for 2022	9
Financial Statement 2022	10

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

Brief History of SERV Herts & Beds

The charity was set up in 2009 as part of the SERV Central Group, which was registered under the number 284455. The first hospital to use the services offered was Bedford. In 2015, the independent charity was set up in its own right as SERV Herts and Beds, finally gaining registration with the Charities Commission on 26th October 2015. In October 2018, a further change was made as SERV Herts and Beds became a Charity Incorporated Organisation (CIO), and registered under the new number 1180326

The Objective of SERV Herts & Beds remains as:

The relief of sickness and protection of health through the provision of a courier service to transport blood, human donor milk, samples and other items used for the medical and surgical treatment of patients for doctors, hospitals, and laboratories and to co-operate with the emergency services.

All activities undertaken by the Charity are aligned with and directed towards achieving this objective.

- Ensuring that a current Service Level Agreement (SLA) is in place with each establishment served.
- Recruiting and training enough numbers of suitably skilled volunteers to support the required level of service.
- Raising sufficient funds to provide necessary training and equipment.
- Continuously monitoring performance against agreements.

Charity Status, Structure, Membership and Trustees

Name of Charity: SERV Herts & Beds, Charity Registration Number: 1180326. The registered Address being 53 Wroxham Way, Harpenden, Herts AL5 4PR

SERV Herts & Beds is an independent registered charity and uses the SERV logotype with the agreement and permission of SERV, registered charity number 284455.

New Trustees, when required, can be recruited from the body of the membership, and may already be members of the Committee. As of the date of this report, the Committee and the Trustees are as follows:

Trustees

Chair	Mark Lawrence	Deputy	Ian Hunt
Trustee	Nick Bailey	Trustee	Andy Cowley
Trustee	Peter Nunn	Trustee	Paula Brown

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

Committee

Chair	Ian Hunt	Controller	Barbara Dalby
Secretary	Andy Cowley	IT	Paul Rousell
Deputy Chair	Vacant	Events	Dan Collins
Treasurer	Nick Bailey	Fleet	Ian Defoe
Membership	Paula Brown	GMP/SOP	Peter Nunn
Rota	Jon Gillon	Hospital Liaison	Ron McMurdie
Training	Duncan Woods	Legislation and Safety	Mark Lawrence
Milk Coordinator	John McCombe	Membership Liaison	Cem Ulutuncel

There are no special procedures for induction and training of Trustees, the Charity is uncomplicated in concept and operation, and mostly Trustees are recruited from amongst the Membership, a simple approval by the Committee and ratification at the AGM is considered sufficient.

The Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers or duties.

The Charity consists of around 130 Rider/Drivers who collect and deliver products. There are 36 trained Controllers who despatch and direct the Rider/Drivers. The structure is completely flat.

A Committee was elected at the 2022, re-elected at the 2023 Annual General Meeting to run the day-to-day business of the Charity, with the officers as listed above.

The Committee meets monthly on the fourth Thursday to report on, and discuss, the running of the Charity. The fourth Thursday in October is set aside for the Annual General Meeting. At these meetings, expenditure proposals are debated, and if approved, actioned to individuals. Minutes of each meeting are recorded and approved each month.

Day-to-day decisions regarding the running of the Charity are taken by the Executive Committee. Any decisions with substantial financial or legal implications require approval by a majority of the Trustees.

Financials and Legal

Funding of around 1.5 times annual expenditure is held in the deposit account of the Charity as a prudent reserve to cover the irregular nature of donations. The Finance Statement is attached to this report as Appendix A. The Trustees consider the reserves held at the time of this report to be satisfactory.

SERV Herts & Beds has appointed as its bank CAF Bank Limited, Charity Number 26836925, Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

SERV Herts & Beds has appointed as its Independent Examiner since 25th February 2016 David Wildey, 9 Waverley Road, St Albans, AL3 5PB. David is also a member of SERV Herts & Beds.

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

SERV Herts & Beds raises funds to support training and equipping its volunteers. However, the Charity is totally dependent on its volunteers for delivery of its objective. Specifically, volunteers:

- Provide their own vehicle(s) in addition to the 5 Charity-owned motorcycles and 2 Charity Owned cars
- Pay all their own running costs, except when using Fleet Vehicles
- Donate their time for rota duties, Committee tasks and for fund-raising events

SERV Herts & Beds has no paid staff, and there is no intent currently for that to change.

SERV Herts & Beds running expenditure averages £19,000 - £22,000 per annum, with income around £20,000 - £35,000. Income is made up of individual donations and donations from organisations, supermarket & event collections and donation income from talks and presentations to interest groups around the charity's region.

Recruitment, Assessments & Training of Volunteers

Anyone can apply for membership of the Charity. If they wish to take part in collection and delivery of NHS and Hospice materials, then they must have held a full driving licence for the class of vehicle they propose to use, for at least 2 years. They must also pass such practical and theoretical examinations and assessments as the Trustees deem necessary.

SERV Herts and Beds continually strive to recruit new members, as drivers, riders, and as Controllers or in administrative roles.

Specifically, for riders and drivers, a new member will undertake GMP training, Route Training and then be accompanied on a first ride by an experienced 'Buddy'.

Details of training are contained within the Members Handbook.

On joining SERV Herts and Beds, and once a year, in signing the 'Rules of Engagement' a Rider/Driver is accepting the level of training/support provided and agreeing to the following statement:

I declare the information given is correct to the best of my knowledge. I accept that it is my responsibility to ensure that my vehicles are road legal at all times, and have current and appropriate insurance, road tax and MOT, and that I am the holder of a current driving licence.

I understand that the final decision to undertake a task is with me as the rider/driver.

The purpose of the Route Training and also 'Buddy' rider session is to ensure that the volunteer can demonstrate confidence in handling their vehicle:

- According to speed limits and other legal requirements laid out in the Highway Code, in a range of road and traffic situations
- In a manner that is courteous to other road users

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CHARITY NO: 1180326

- In a manner that presents a positive view of SERV to the general public, and the hospitals we are serving
- Is able to secure boxes safely and securely
- See evidence of a roadworthy and a well-maintained vehicle
- See the use of adequate protective clothing.

Processes and Procedures

All regular journeys for SERV Herts & Beds collections and deliveries have a specified route and a rider/driver who is called out will join the prescribed route at the nearest point to his/her house and leave in the same manner when returning home.

Prescribed routes have been carefully selected with the safety of the rider – and the blood being carried – as the key priority. Wherever possible, routes are over main roads, which are:

- Well lit
- Expected to be a priority for maintenance in circumstances such as snow and other adverse weather
- Expected to keep the rider/driver away from potential ‘trouble spots’ such as football grounds or night clubs
- Ensure ease of locating a rider/driver, in the event of breakdown or accident, by another SERV rider, or the emergency services.

All processes and procedures are written and shared in the Member’s Handbook

Record of Tasks Performed January 2023 – December 2023

SERV have continued to provide H24 support to NHS Hospitals, local Hospices, and the Hearts Milk Bank.

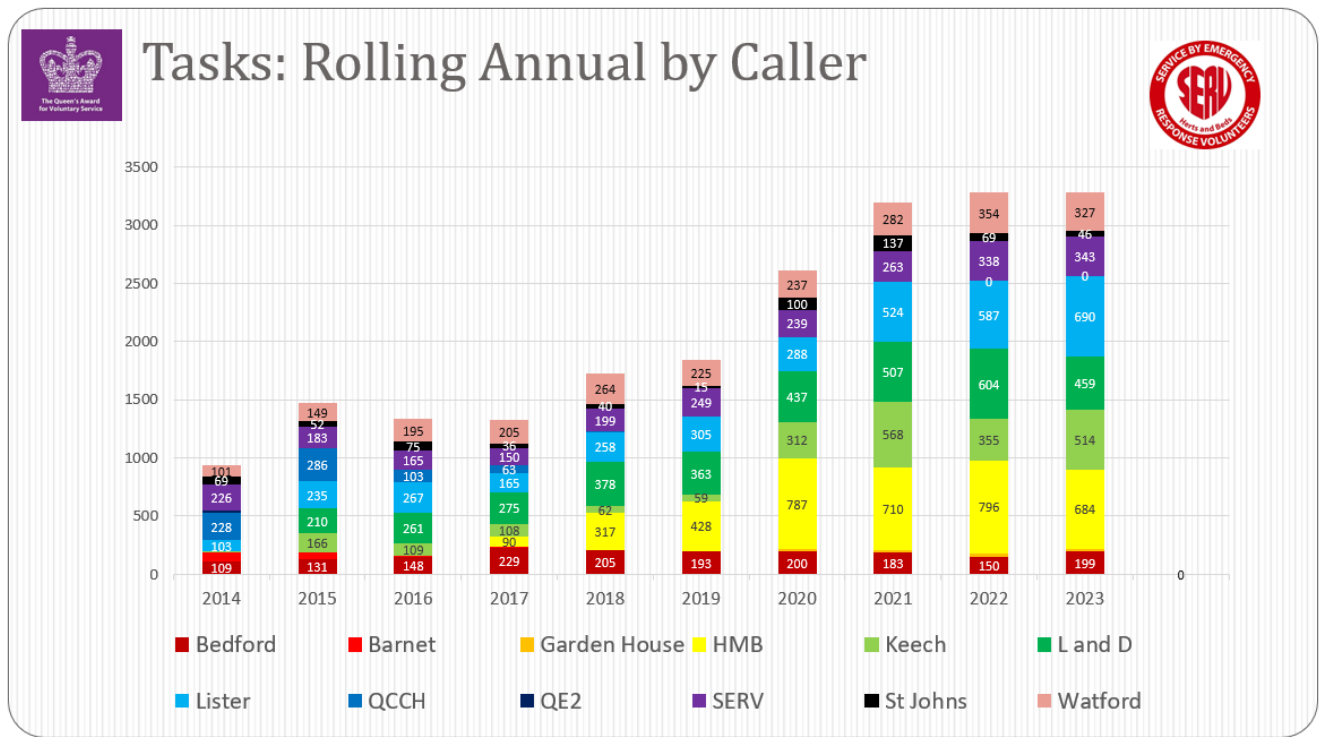
There has again been record growth year on year in the number of tasks undertaken until 2022, against the very challenging pandemic the country has faced, increasing fuel and cost of living prices and other external factors. For 2023 the increase has leveled out, and in fact fallen a little compared to 2022.

The tasks performed were distributed as follows:

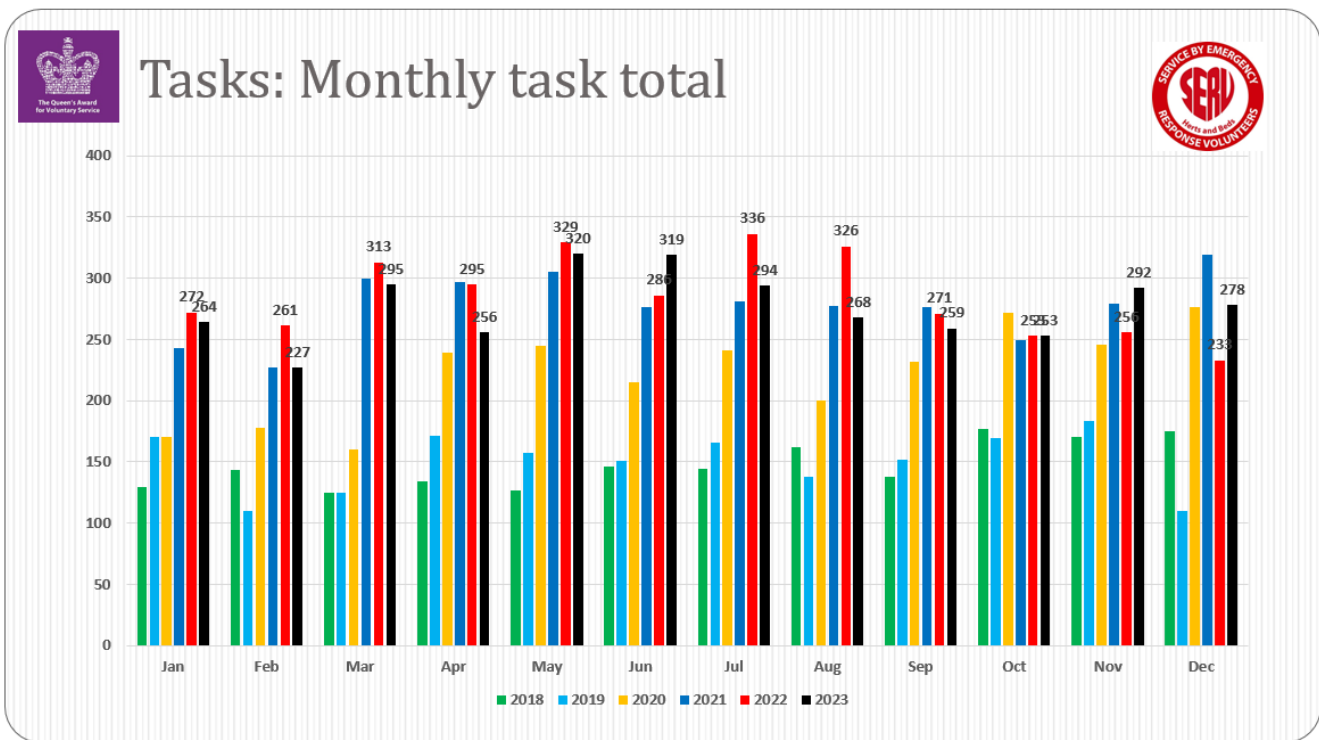
SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

Hospital Deliveries for Blood and Sample Services



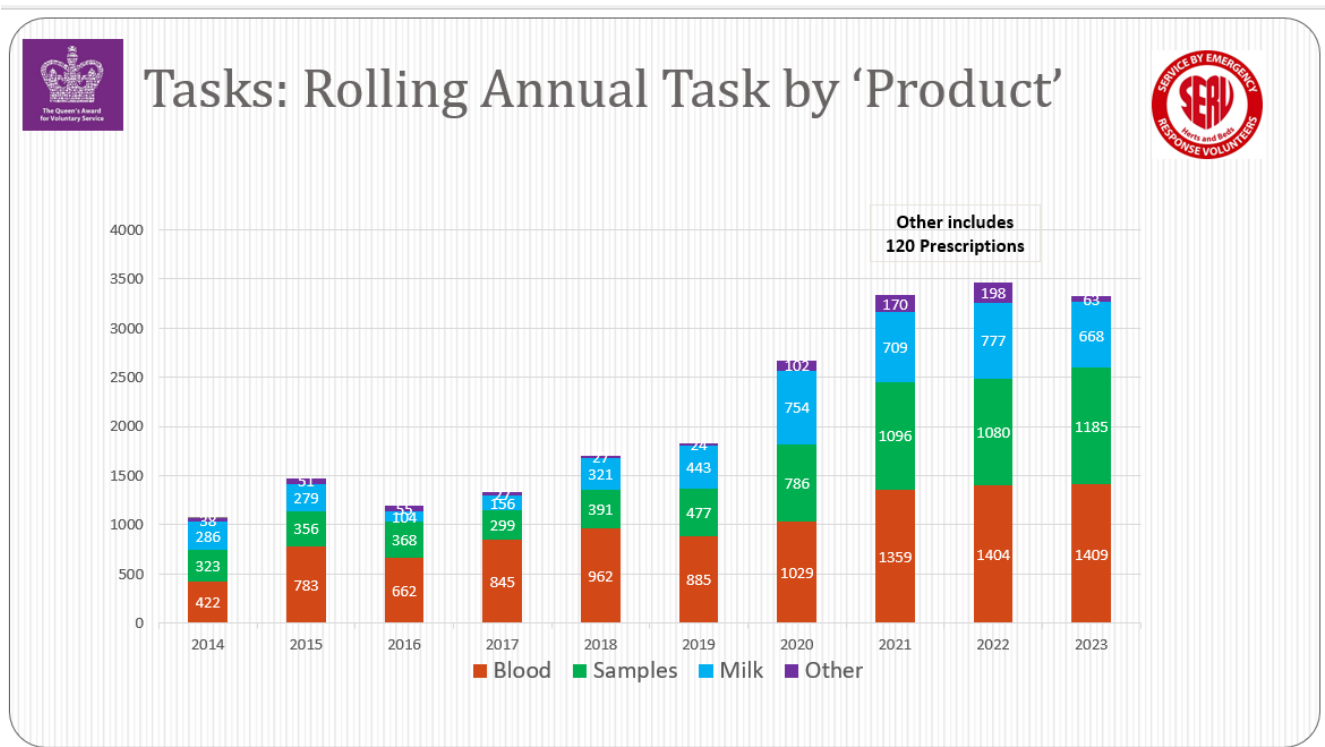
As an overall average the group fell just short of 2022 levels.



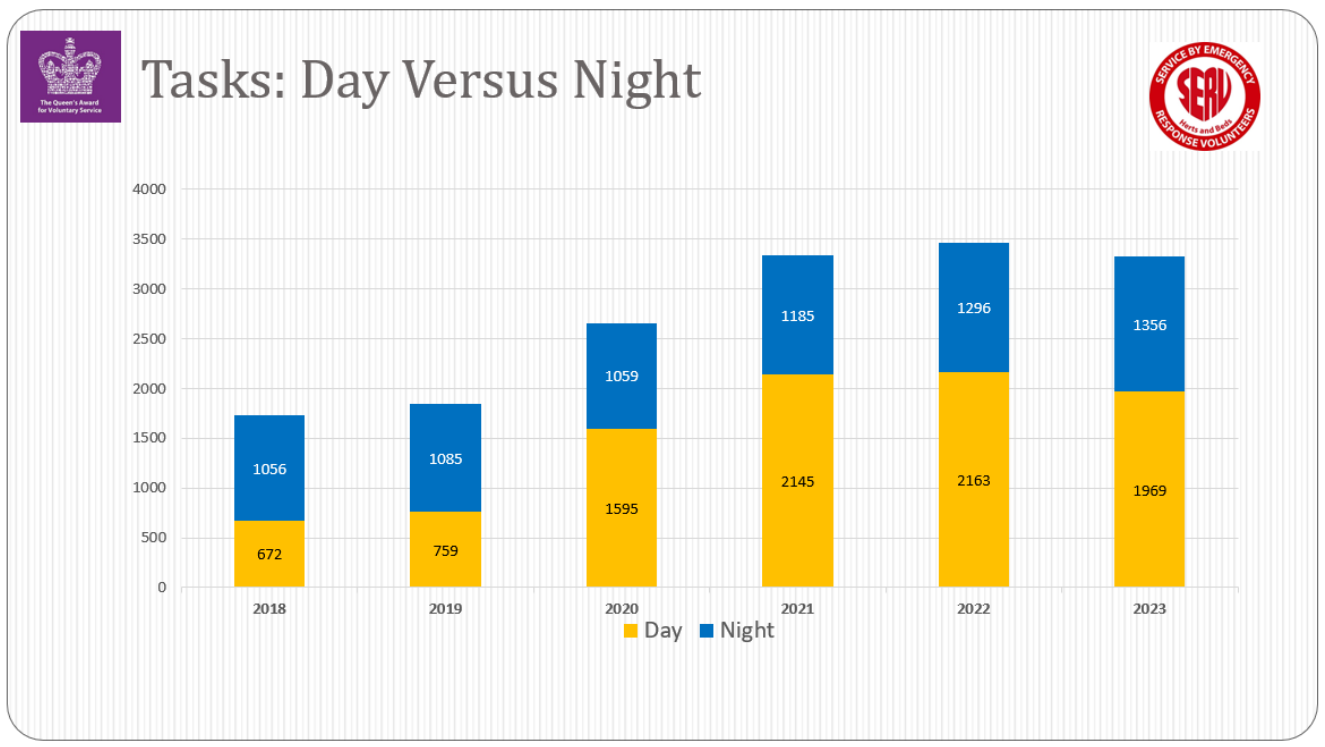
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There has been steady growth in most of the products carried, and also the carriage of samples and specimens.



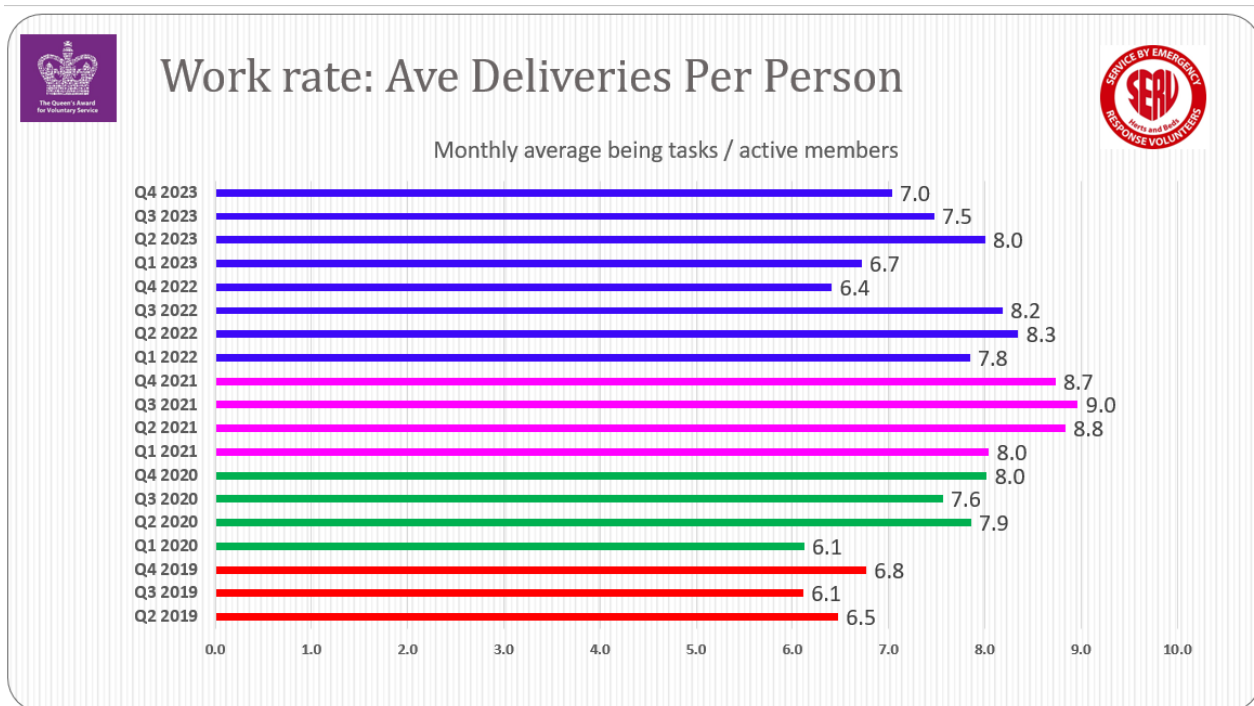
A shift in the time of the day when requests are made is also apparent, the calls used to be predominantly at night, but that has steadily changed. In 2023, around two thirds of requests have been in the daytime.



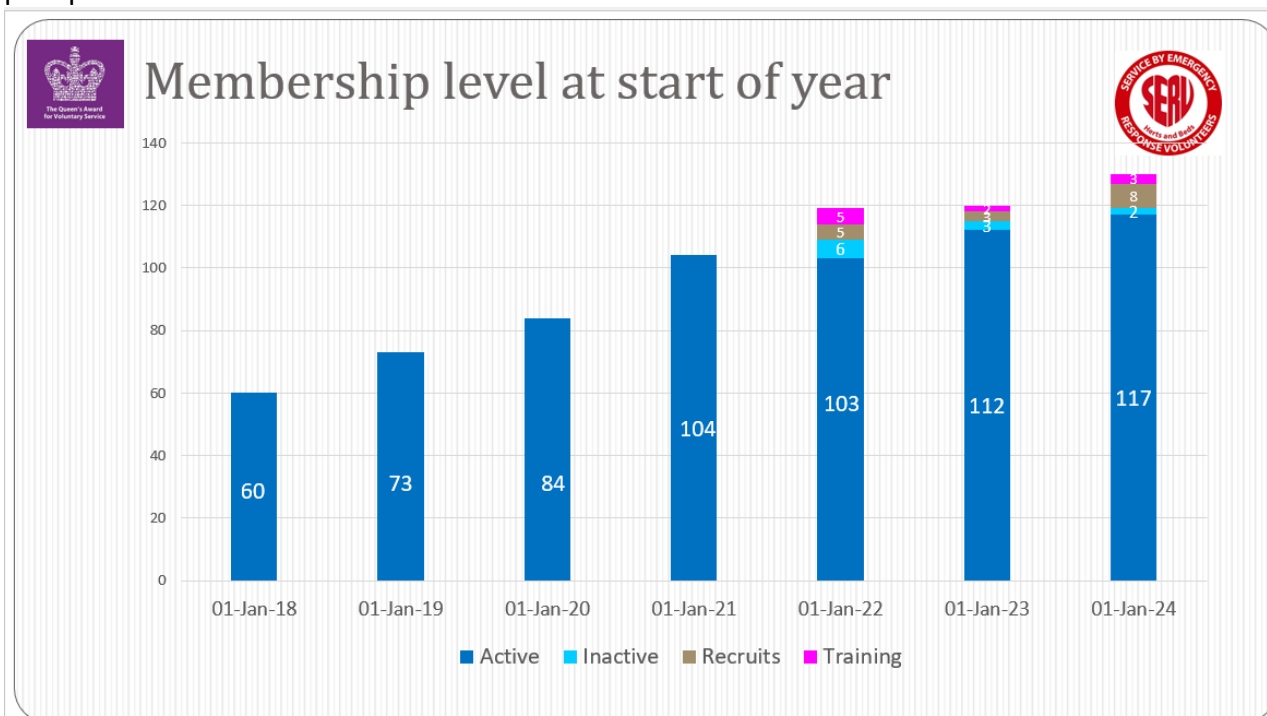
SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

The increase in work load has put pressure on our resources. The increase continued through 2021 but through steady recruitment has levelled out and dropped slightly since then. Towards the end of the 2023 year, we have been successful recruiting new members and that increase in work load has started to level off.



Membership levels have grown, during 2022 the group received a lot of new applications, though a number of current members also had to retire from SERV as normal working patterns began to resume post pandemic.



SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

Significant Events for 2023

2023 was a year of stability and continuity in many ways. The Pandemic had passed, recruitment was increasing, and our skill sets were growing and members became more flexible about the tasks they were able to undertake.

The following are points of note for 2023.

- Fuel price rises continued to take effect but the increase in Fleet Vehicles allowed us to offset a part of that for the membership.
- The fleet grew to 5 bikes and 2 cars, with the addition of the first 'none Yamaha' motorcycle to the fleet. A BMW R1200RT became the model of choice after Yamaha ceased production of the Yamaha FJR
- A Summer heatwave once again made use of motorcycles much more challenging, and at times impossible.

NABB Membership

It was unanimously decided to leave the NABB Nationwide Association of Bloodbikes in 2023, as their priorities began to become very different from our own. NABB were investing heavily in promoting the use of Blue Lights, a process SERV Herts and Beds was never going to consider. Also, NABB became very focused on the use of a single bike that was deemed to be unsuitable for our type of operation. A number of other concern areas around communication and support were also discussed.

During the later months of 2023 there was significant turbulence in the NABB Committee, that ended with sudden departure of key personnel, including the Chair.

SERV Herts and Beds still very much supports the principal of a single body to support all groups, and the hope is that one day soon we can rejoin. The Committee structure however is even at this stage (Feb 24) still be discussed, so SERV Herts and Beds will wait the outcome.

SERV Herts & Beds – The Bloodrunners

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Financial Statement 2023

The following SERV Herts & Beds Receipts and Payments account reflects a financial period starting on 01/01/2023 and ending 31/12/2023

Fundraising in 2023 has been very successful despite the challenges following the pandemic. Fundraising activity comprises a combination of cash collection outside selected supermarkets, individual donations and money raised from giving a number of talks about the charity's activities.

Regular expenditure comprises purchasing bespoke clothing (motorcycle jackets etc.), promotional material and vehicle running costs.

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity name

SERV HERTS & BEDS

No (if any)

1180326

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/01/2023

To

Period end date
31/12/2023

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 £
A1 Receipts					
DONATIONS	32,493	-	-	32,493	43,545
MEMBERS CLOTHING DONATIONS	-	-	-	-	966
FUNDRAISING EVENTS	6,747	-	-	6,747	7,560
VAT REFUNDS & INTEREST ON DEPOSIT A/C	5,681	-	-	5,681	3,954
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,921	-	-	44,921	56,025
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,921	-	-	44,921	56,025
A3 Payments					
COST OF FUNDRAISING EVENTS AND VEHICLE RUNNING COSTS	21,457	-	-	21,457	12,297
RENT/HIRE OF ROOMS, STORAGE & CATERING	898	-	-	898	305
CLOTHING AND TRAINING	4,282	-	-	4,282	8,502
PROFESSIONAL FEES, DBS CHECKS AND INSURANCE	6,384	-	-	6,384	6,162
PRINTING, POSTAGE, STATIONERY, COMPUTER SUPPLIES, AND PROMOTIONAL MATERIAL	716	-	-	716	340
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	33,737	-	-	33,737	27,606
A4 Asset and investment purchases, (see table)					
PURCHASE OF MOTORCAR	20,133	-	-	20,133	-
PURCHASE OF MOTORCYCLE	19,237	-	-	19,237	-
Sub total	39,370	-	-	39,370	-
Total payments	73,107	-	-	73,107	27,606
Net of receipts/(payments)	- 28,186	-	-	- 28,186	28,419
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	62,379	-	-	62,379	33,960
Cash funds this year end	34,193	-	-	34,193	62,379

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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 £
B1 Cash funds	CURRENT ACCOUNTS	3,137	-	-
	DEPOSIT ACCOUNTS	31,056	-	-
		-	-	-
	Total cash funds	34,193	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	FIVE MOTORCYCLES		78,397	33,000
	TWO MOTORCARS		39,683	27,000
	COMPUTERS, PROJECTORS & OTHER OTHER EQUIPMENT		2,680	250
	JACKETS, BOX COVERS & STRAPS		3,136	-
	GAZEBOS, LAASER ID CARD PRINTER & OTHER EQUIPMENT		3,388	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Nick Bailey	10/3/23
	Ian Hunt	10/3/23

CCXX R1 accounts (SS)

1

09/03/2024



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1ST JANUARY 2023 – 31ST DECEMBER 2023

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New Trustees, when required, can be recruited from the body of the membership, and may already be members of the Committee. As of the date of this report, the Committee and the Trustees are as follows:

Trustees

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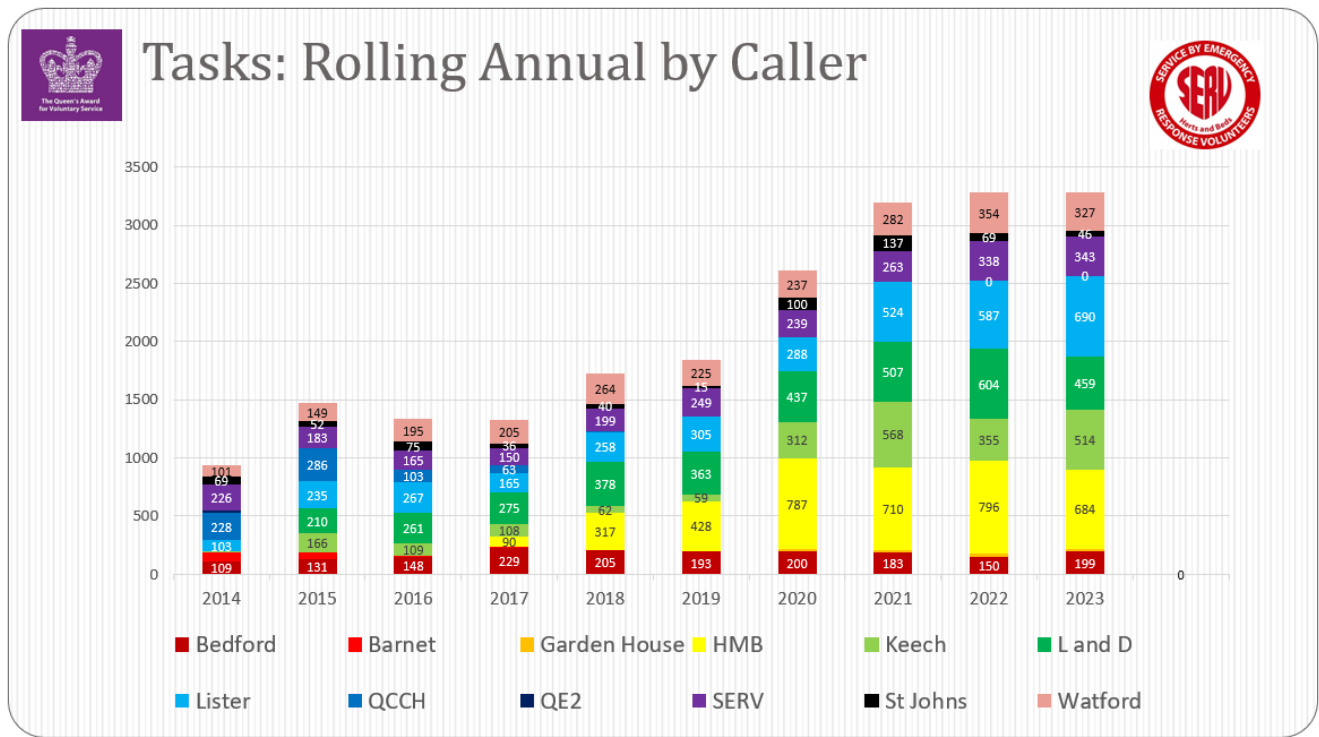
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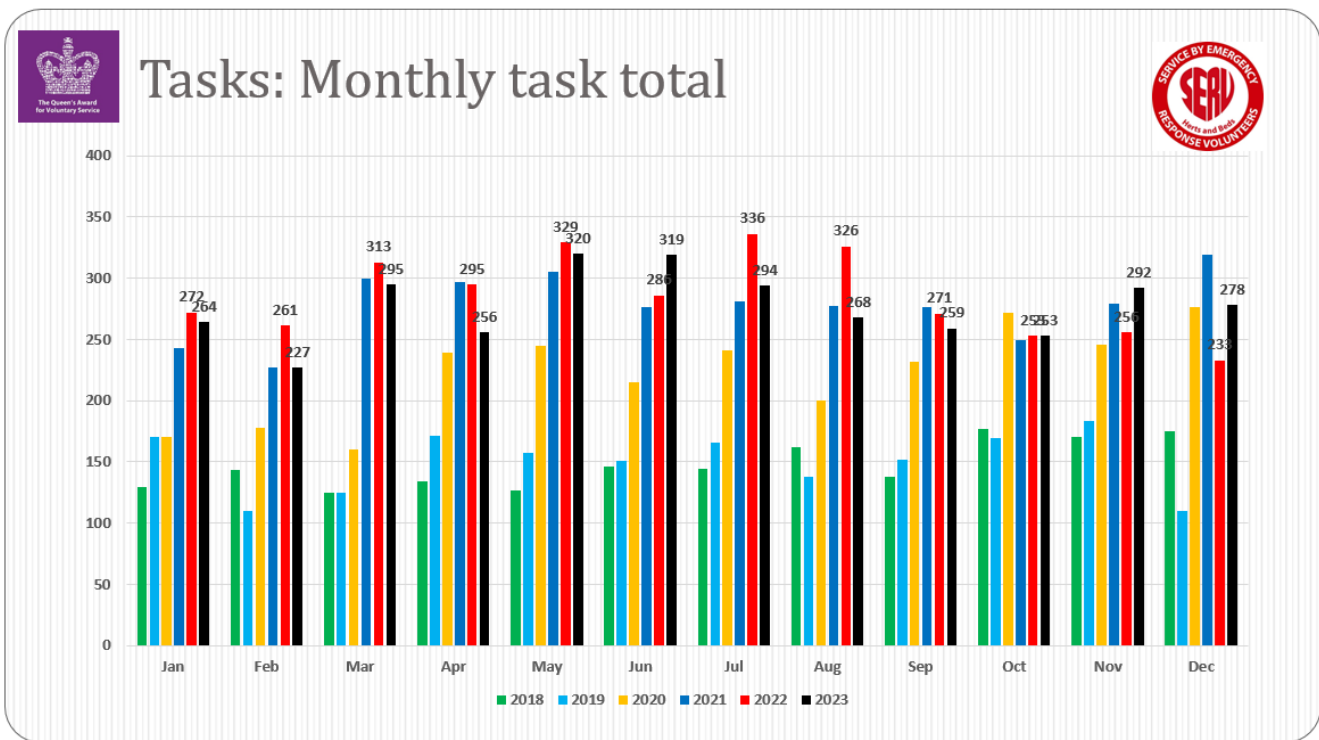
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Hospital Deliveries for Blood and Sample Services



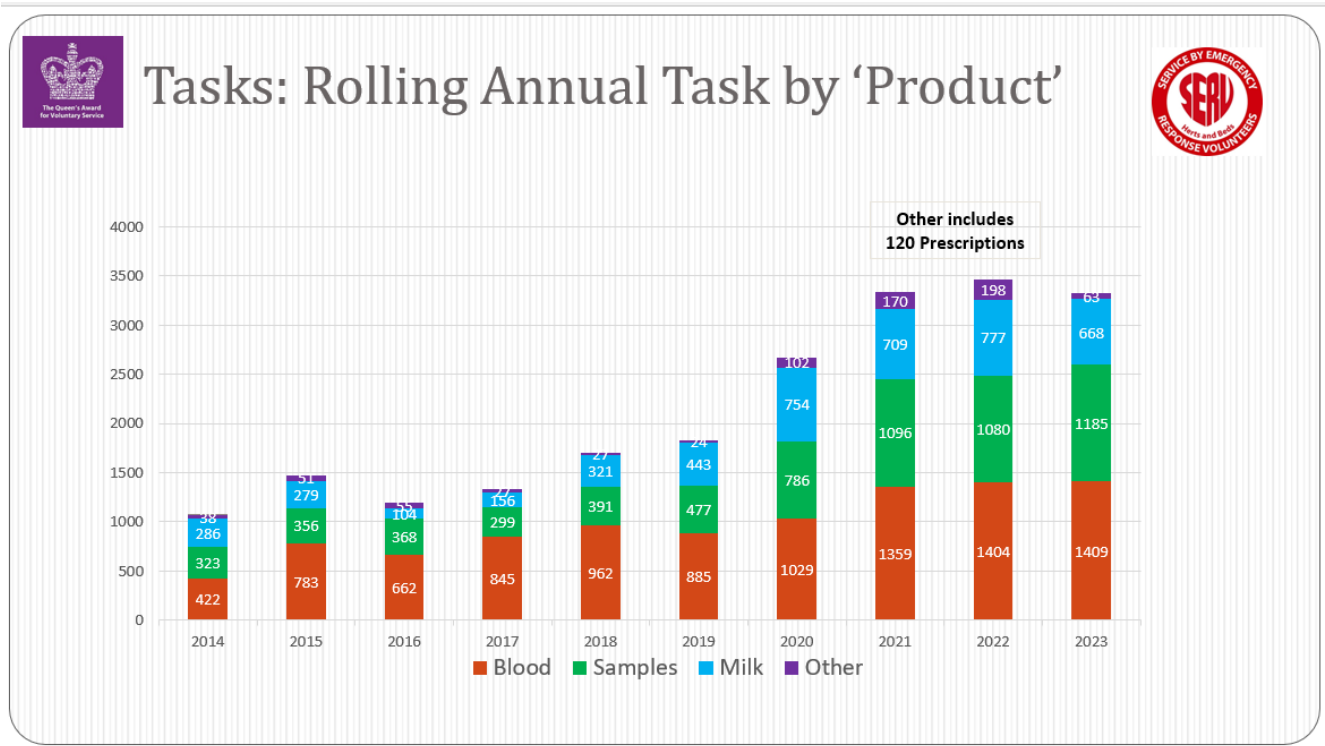
As an overall average the group fell just short of 2022 levels.



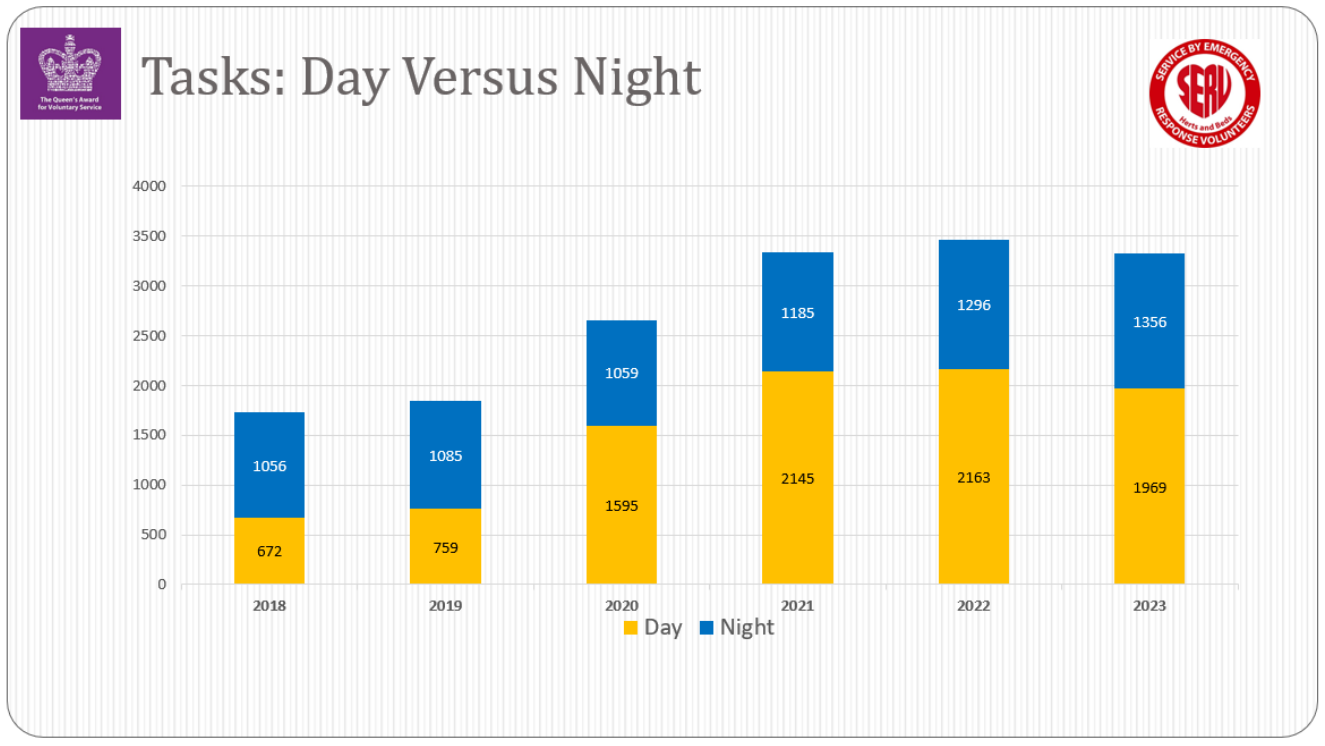
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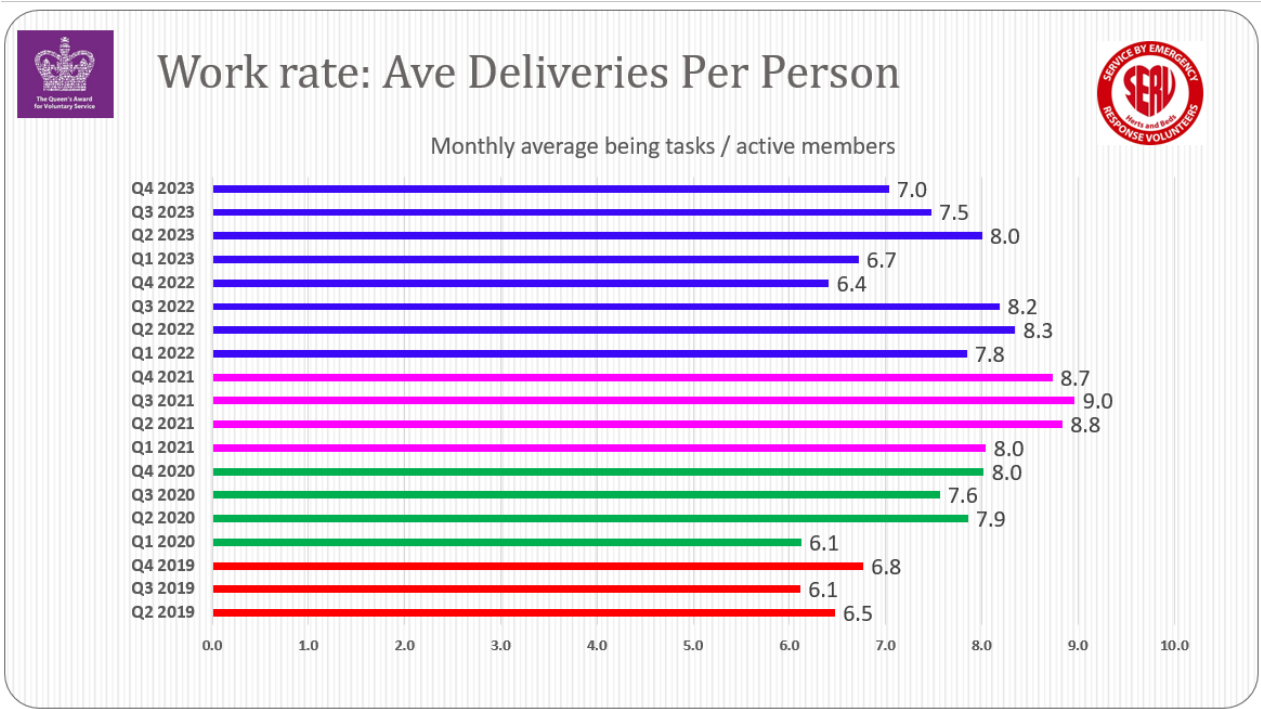
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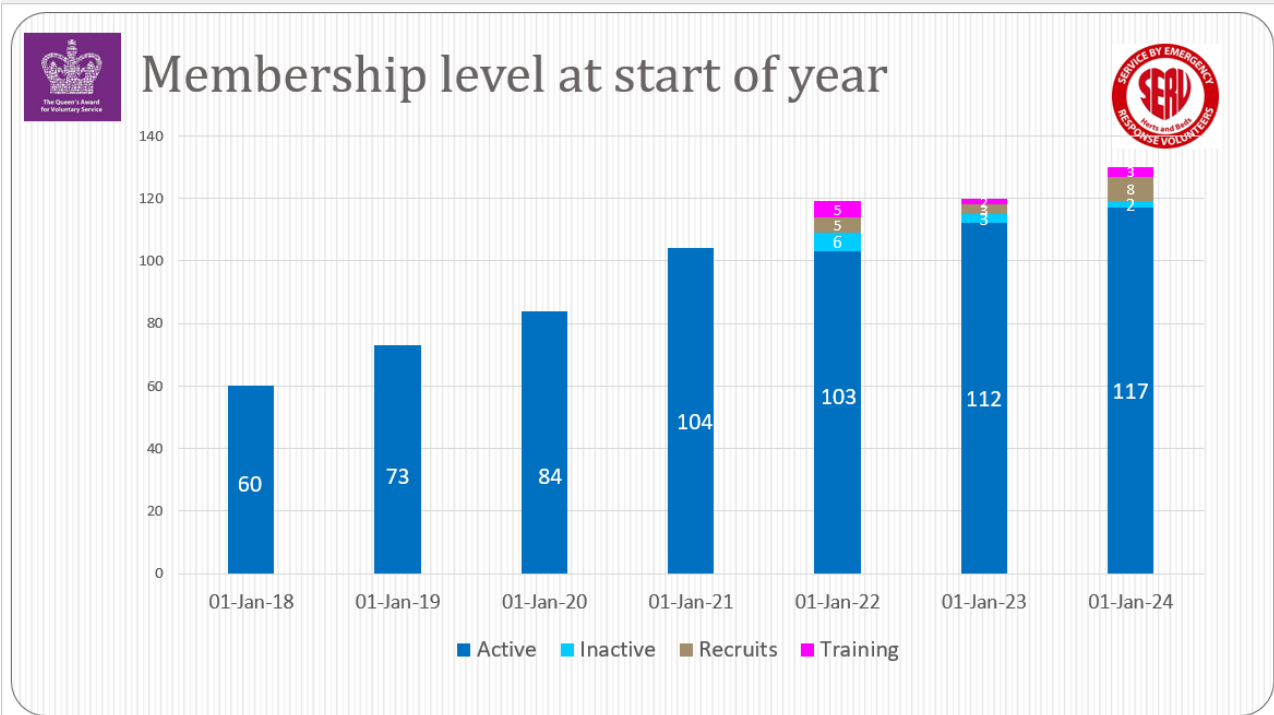
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NABB Membership

It was unanimously decided to leave the NABB Nationwide Association of Bloodbikes in 2023, as their priorities began to become very different from our own. NABB were investing heavily in promoting the use of Blue Lights, a process SERV Herts and Beds was never going to consider. Also, NABB became very focused on the use of a single bike that was deemed to be unsuitable for our type of operation. A number of other concern areas around communication and support were also discussed.

During the later months of 2023 there was significant turbulence in the NABB Committee, that ended with sudden departure of key personnel, including the Chair.

SERV Herts and Beds still very much supports the principal of a single body to support all groups, and the hope is that one day soon we can rejoin. The Committee structure however is even at this stage (Feb 24) still be discussed, so SERV Herts and Beds will wait the outcome.

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

Financial Statement 2023

The following SERV Herts & Beds Receipts and Payments account reflects a financial period starting on 01/01/2023 and ending 31/12/2023

Fundraising in 2023 has been very successful despite the challenges following the pandemic. Fundraising activity comprises a combination of cash collection outside selected supermarkets, individual donations and money raised from giving a number of talks about the charity's activities.

Regular expenditure comprises purchasing bespoke clothing (motorcycle jackets etc.), promotional material and vehicle running costs.

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity name

SERV HERTS & BEDS

No (if any)

1180326

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/01/2023

To

Period end date
31/12/2023

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 £
A1 Receipts					
DONATIONS	32,493	-	-	32,493	43,545
MEMBERS CLOTHING DONATIONS	-	-	-	-	966
FUNDRAISING EVENTS	6,747	-	-	6,747	7,560
VAT REFUNDS & INTEREST ON DEPOSIT A/C	5,681	-	-	5,681	3,954
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,921	-	-	44,921	56,025
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,921	-	-	44,921	56,025
A3 Payments					
COST OF FUNDRAISING EVENTS AND VEHICLE RUNNING COSTS	21,457	-	-	21,457	12,297
RENT/HIRE OF ROOMS, STORAGE & CATERING	898	-	-	898	305
CLOTHING AND TRAINING	4,282	-	-	4,282	8,502
PROFESSIONAL FEES, DBS CHECKS AND INSURANCE	6,384	-	-	6,384	6,162
PRINTING, POSTAGE, STATIONERY, COMPUTER SUPPLIES, AND PROMOTIONAL MATERIAL	716	-	-	716	340
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	33,737	-	-	33,737	27,606
A4 Asset and investment purchases, (see table)					
PURCHASE OF MOTORCAR	20,133	-	-	20,133	-
PURCHASE OF MOTORCYCLE	19,237	-	-	19,237	-
Sub total	39,370	-	-	39,370	-
Total payments	73,107	-	-	73,107	27,606
Net of receipts/(payments)	- 28,186	-	-	- 28,186	28,419
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	62,379	-	-	62,379	33,960
Cash funds this year end	34,193	-	-	34,193	62,379

SERV Herts & Beds – The Bloodrunners

CHARITY NO: 1180326

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 £
B1 Cash funds	CURRENT ACCOUNTS	3,137	-	-
	DEPOSIT ACCOUNTS	31,056	-	-
		-	-	-
	Total cash funds	34,193	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	FIVE MOTORCYCLES		78,397	33,000
	TWO MOTORCARS		39,683	27,000
	COMPUTERS, PROJECTORS & OTHER OTHER EQUIPMENT		2,680	250
	JACKETS, BOX COVERS & STRAPS		3,136	-
	GAZEBOS, LAASER ID CARD PRINTER & OTHER EQUIPMENT		3,388	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Nick Bailey	10/3/23
	Ian Hunt	10/3/23

CCXX R1 accounts (SS)

1

09/03/2024



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
SERV HERTS & BEDS

On accounts for the year
ended

31st December 2023

Charity no
(if any)

1180326

Set out on pages

10, 11 and 12 of the Annual Report

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2023.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~ *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

D.A. Wildey

Date:

20/03/2024

Name:

Mr. David Wildey

Relevant professional
qualification(s) or body
(if any):

Accountant/Auditor (Retired)

Address:

9 Waverley Road

St. Albans

Hertfordshire AL3 5PB

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

<p>Set out on pages 10, 11 and 12 of the Annual Report</p>	<p>The accounts for the year ended 31st December 2023</p> <p>Charity no. 1147028</p> <p>(Name)</p>
<p>I wish to draw attention to the fact that the accounts of the charity for the year ended 31st December 2023 have been audited by the Chartered Accountants in England and Wales (CAEW) and the accounts have been found to be true and correct.</p>	<p>Responsible for the accounts</p> <p>Part of report of a charity</p>
<p>I have completed my examination of the charity's accounts in accordance with the applicable provisions of the Chartered Accountants in England and Wales (CAEW) and the accounts have been found to be true and correct.</p>	<p>Independent</p> <p>examiner's statement</p>
<p>I have completed my examination of the charity's accounts in accordance with the applicable provisions of the Chartered Accountants in England and Wales (CAEW) and the accounts have been found to be true and correct.</p>	<p>Responsible for the accounts</p> <p>Part of report of a charity</p>
<p>I have completed my examination of the charity's accounts in accordance with the applicable provisions of the Chartered Accountants in England and Wales (CAEW) and the accounts have been found to be true and correct.</p>	<p>Responsible for the accounts</p> <p>Part of report of a charity</p>
<p>I have completed my examination of the charity's accounts in accordance with the applicable provisions of the Chartered Accountants in England and Wales (CAEW) and the accounts have been found to be true and correct.</p>	<p>Responsible for the accounts</p> <p>Part of report of a charity</p>