



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

from 1<sup>st</sup> December 2022 to 30<sup>th</sup> November 2023

**Charity name: Essex Community First Aid Events Volunteers**

**Charity registration number: 1180674 (13/11/18)**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are for the public benefit the advancement of health and saving lives through the provision of first aid and event medical services in Essex and surrounding areas, and facilitation of healthcare training to our membership and the wider population.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We provided first aid cover at 138 events over this period, a 12.5% increase on the previous year. Three first aid courses were also provided by our trainers for the benefit of the public. In addition, the charity held seven promotional/recruitment events. The charity is responsible for the maintenance of defibrillators available to the public in Wickford, and Rettendon.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	As well as the direct benefit of providing first aid to the public, we provide affordable first aid at charity events, enabling other charities to fundraise for their causes for the public benefit. The trustees confirm that they have complied with the guidance issued by the Charity Commission on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	During the past year first aid cover has been provided at 138 events, allowing them to go ahead and members of the public to be treated for medical emergencies (in some cases life threatening). This has allowed other charities to raise funds for their own causes. Some events were over more than one day, giving a total of 168 days at events, and 513 volunteer-days. Over 300 people were treated ranging from minor to life threatening incidents. Lifesaving treatment was provided to the very serious, and for the less serious casualties they could continue at the event. We also gave 3 public courses in basic first aid.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	The ambulance bought in March 22 has proved to be unreliable, costing over £1700 in repairs this year, so the trustees decided to fundraise to buy a new ambulance to replace it. Fundraising has raised £40000 for this purpose with the money being placed in reserve savings accounts.
Investment performance against objectives	Para 1.41	
Other		A donation of £12500 (including gift aid) enabled us to build a garage to store our two ambulances (total cost was £12767.07).

# Essex Community First Aid Events

## Volunteers

Statement of Financial Activities including income and expenditure account

For year ending 30<sup>th</sup> November 2023

All money is held in unrestricted funds.

Income:		Expenditure:	
	£		£
Event fees	25260.50	Ambulance running costs	4315.57
Donations	20147.64	Consumables	3702.49
Amazon Smile	88.12	Equipment	463.87
Essex Lottery	32.50	Garage building	12767.07
Paypal giving	388.47	Insurance	2877.77
Sale of equipment	87.15	Maintenance	236.68
		Overheads	561.34
		Volunteer expenses	508.64
		Workwear/Welfare	790.22
Total Income	46004.38	Total Expenditure	26223.65
Previous balance	34070.65		
Surplus	19780.73		
New balance	<b>53851.38</b>		
Cash in bank 30/11/23	12878.88		
Cash in Reserve Savings Accounts 30/11/23	40000.00		
Pending payables	0.00		
Pending receivables	972.50		
Total	<b>53851.38</b>		

Lloyds Bank Sort Code: 30-90-89 Account No. 38254260

Redwood Bank 35 day notice Sort code: 60-83-83 Account No. 80152293

Saffron Building Society Business E-Saver Account No. 103386429

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The number of events increased 12.5%, including some commercial events, for which a higher fee is charged, to raise funds for ourselves. As a result, event fees increased substantially, as did donations. Overall, income increased by around £9000.</p> <p>Expenditure fell by around £4000, despite purchasing an ambulance garage; this is because last year included purchasing an ambulance and one-off equipment purchases.</p> <p>Despite the increase in events, volunteer expenses again fell, as many volunteers did not claim expenses, but workwear and welfare (drinks etc.) costs rose.</p> <p>We also put a new roof on our storage shed, which is shown as a maintenance cost.</p> <p>We have been able to set aside £40000 towards purchasing a new ambulance in the future.</p> <p>The charity remains on a strong financial footing, tightly controlling expenses and is well placed for the future..</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The aim remains to hold around £10,000 in the current account to cover costs. We aim to build up sufficient funds in the savings accounts to buy a new ambulance.
Amount of reserves held	Para 1.22	£12878 in current account, £40000 in savings.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		Reviewed by Nelmo Accountants Limited

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO - FOUNDATION
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO Foundation Constitution
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	There are seven Trustees each with a different tenure. Once the tenure expires or the Trustee leaves the role, the other remaining Trustees must seek a replacement and vote. A Trustee can serve a maximum of three terms with a minimum of a year's break before a fourth term.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Essex Community First Aid Events Volunteers
Other name the charity uses	ECFAEV
Registered charity number	1180674
Charity's principal address	37 Downham Road, Brock Hill Wickford SS11 7LX

### **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	Ian Davey	Chairman		
2	Paul Wright	Treasurer		
3	Tina Addy			
4	Barbara Wright			
5	Vanessa Higby			
6	Michael Fraser			
7	Peter Stone		Up to 20/8/23	
8	Jamie Drummond		From 4/10/23	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

**Other optional information**

**Declarations**

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

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		