

EAST MIDLANDS FREEWHEELERS LTD

Charity Number: 1187017

EAST MIDLANDS FREEWHEELERS LTD

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2022

**CONTENTS**

	<b>Page</b>
Reference and administrative details of the charity, its Trustees and advisors	1
Trustees' report	2-6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9-15
Independent Examiner's Report	16

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS FOR  
THE YEAR ENDED 31 JULY 2022**

Trustees:	Mr Neil Tilley Mrs Samantha Dakin FCCA MSWW Mr David Tilley
Charity registered number:	1187017
Registered office:	Langley House Amber Drive Langley Mill Nottingham NG16 4BE
Accountants:	Nebula Accountants & Registered Auditors 31 Crownway Chellaston Derby DE73 5NU

## **TRUSTEES REPORT FOR THE PERIOD ENDED 31 JULY 2022**

The trustees present their report together with the financial statements of the charity for the year ended 31 July 2022. The trustees confirm that the Annual Report and Financial Statements of the charity conform with the current statutory requirements, the requirements of the charities governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities comparing their accounts in accordance with the Financial Reporting Standards in the UK and Republic of Ireland (FRS102).

### **Objectives and activities**

#### **a. Policies and objectives**

The objectives of the charity are:

- 1.1 The object of the charity is to relieve sickness and protect health by the provision of free item transport services for National Health Service patients or providers in situations where they would otherwise have no free alternative, or where the timescale for such alternatives would be detrimental to their operational requirements or to patient care.
- 1.2 This service is primarily aimed at service provisions with the East Midlands, but this may entail collection from, or deliveries to, locations elsewhere.

The objectives are delivered by our volunteer network.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public Benefit: running a charity (PB2)'.

### **Strategic report**

#### **a. Review of activities**

##### **The Trustees**

Mr Neil Tilley

Neil is the co-founder of the charity and his determination and perseverance have delivered the Charity to its present status.

A former fireman, Neil thrives under pressure which has helped the charity succeed in only a short period of time.

Mrs Samantha Dakin FCCA MSWW

Samantha is also a co-founder of the charity and has worked alongside Neil tirelessly to get the charity off the ground.

Samantha has a background in accountancy and will writing and runs a number of successful businesses in the local area.

## **Strategic report (continued)**

Mr David Tilley

David joined the charity part way through the year and has been an important addition to the board.

He has a background as a mechanic and more recently as a first responder. He has worked to help support and promote the charity to the best of his ability.

## **The Charity**

The charity was formed in July 2019, gaining full charitable status in December 2019. It became apparent that there was an opening for a daytime running of the service which other local similar charities did not cover.

The service relies heavily on our motorbike riders, commonly referred to as Blood Bikes. This invaluable team give up their time for free to transport breast milk, samples and other ad hoc items, as required, completely free of charge to the NHS.

Volunteers also have use of the four wheeled fleet, for bigger items, when weather conditions are not favourable for use of a bike, or if the volunteer only holds a car licence.

## **Achievements and performance**

The Charity has now been in existence for 3 years and continues to grow its services and volunteers alike.

We have signed further Service Level Agreements (SLA's) with GP surgeries and renewed the existing SLA's with GP Surgeries and the Milk Banks.

The GP Surgery service not only helps to save lives through quicker diagnosis but also provides a cost saving which can be made available to emergency front line services.

The SLA's with two national milk banks, has meant that more women are able to donate their precious milk to babies in need. For some bereaved mothers, this provides comfort at an extremely difficult time. The babies in need range from babies in Neo Natal departments across the country or where their mothers are unable to breastfeed due to medication or prior illness/treatment, for example mastectomy. The demand for this service has grown massively over the year with our average journey for milk collection/delivery being in the range of 200-400 miles.

Our very own milk hub within our offices based in Langley Mill has been operating for over a year and within that time we have transported over 3,600 litres of donated breast milk.

## **Plans for the future**

We plan to increase our workload in the form of milk bank deliveries and also increase the area we currently cover.

We also hope to gain more SLA's with milk banks for the use of our milk hub together with hospitals for not only the delivery of donated breast milk but also any other items requiring transportation within Neo Natal Departments nationally.

#### **Financial review**

##### **a. Going concern**

Although the Covid-19 pandemic has meant that fundraising has been difficult, we have been fortunate to have a local company run by Neil Tilley and Samantha Dakin provide large donations during the year. For this reason, we adopt the going concern basis for preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **b. Reserves policy**

It is the aim of the charity to achieve reserves of at least £10,000 to provide us with the financial security to continue in the event of any unforeseen circumstances.

#### **Structure, governance and management**

##### **a. Constitution**

East Midlands Freewheelers is a registered charity, number 1187017 and is constituted under a Trust deed.

##### **b. Methods of appointment or election of Trustees**

The management of the Charity is the responsibility of the Trustees who are elected under the terms of the Trust deed.

East Midlands Freewheelers abide by their own constitution in the appointment of trustees. The relevant information is as follows:

Current charity trustees and appointed terms:

Mr N Tilley	(life)	voluntary
Mrs Samantha Dakin FCCA MSWW	(life)	voluntary
Mr David Tilley	(3 years)	voluntary

#### **Appointment of charity trustees**

Apart from the first charity trustees, every trustee must be appointed for a term of one year by resolution passed at a properly convened meeting of the charity trustees and approved by the Chairman or Chairperson.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of East Midlands Freewheelers.

### **Information for new charity trustees**

The charity trustees will make available to each new charity trustee, on or before his or her appointment:

- (a) A copy of the current version of the constitution

### **c. Organisational structure and decision-making policies**

The Charity has full control of the appointment of trustees and is not influenced by any external body or organisation. Each trustee is assessed for their skills and expertise in the operational needs of the charity.

### **Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles of the Charities SORP (FRS102)
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards (FRS102) have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 25<sup>th</sup> April 2023 and signed on their behalf by:



Mrs Samantha Dakin FCCA MSWW

Chief Executive

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2022

		Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	Note	£	£	£
Donations and legacies	3	36,992	-	36,992
Charitable activities	4	75	-	75
<b>Total income</b>		<b>37,067</b>	<b>-</b>	<b>37,067</b>
<b>Expenditure on:</b>				
Charitable activities	5	27,666	20,836	48,502
<b>Total expenditure</b>		<b>27,666</b>	<b>20,836</b>	<b>48,502</b>
<b>Net movement in funds</b>		<b>9,401</b>	<b>(20,836)</b>	<b>(11,435)</b>
<b>Total fund brought forward</b>		<b>10,428</b>	<b>30,000</b>	<b>40,428</b>
<b>Total funds carried forward</b>		<b>19,829</b>	<b>9,164</b>	<b>28,993</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to form part of these financial statements.



**BALANCE SHEET FOR THE PERIOD ENDED 31 JULY 2022**

			<b>2022</b>	<b>2021</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>				
Tangible assets	7		32,502	34,176
<b>Current assets</b>				
Debtors	8	3,813		8,554
Cash at bank and in hand		115		901
		<u>3,928</u>	<u>9,455</u>	
Creditors: amounts falling due within one year	9	(7,437)	(3,203)	
<b>Net current assets</b>			<u>(3,509)</u>	<u>6,252</u>
<b>Total assets less current liabilities</b>			<u>28,993</u>	<u>40,428</u>
<b>Total net assets</b>			<u>28,993</u>	<u>40,428</u>
<b>Charity funds</b>				
Restricted funds	10	22,408		30,000
Unrestricted funds	10	6,585		10,428
<b>Total funds</b>			<u>28,993</u>	<u>40,428</u>

The financial statements were approved and authorised for issue by the Trustees on 25<sup>th</sup> April 2023 and signed on their behalf by:



Mrs Samantha Dakin FCCA MSWW

Chief Executive

The notes on pages 9 to form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JULY 2022

### 1. General information

East Midlands Freewheelers is a Charitable Incorporated Organisation registered in England & Wales. Its office address is Langley House, Amber Drive, Langley Mill Nottingham NG16 4BE.

### 2. Accounting policies

#### 2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS102) – Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

East Midlands Freewheelers meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

#### 2.2 Income

All income is recognised once the charity has entitlement to the income. It is probable that the income will be received, and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of the income received for specific purposes but not extended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

#### 2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefit will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs are attributable to a single activity and are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central

**2. Accounting policies (continued)****2.3 Expenditure (continued)**

staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred directly on undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is exclusive of VAT.

**2.4 Tangible fixed assets and depreciation**

Tangible fixed assets costing £250 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs are incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the reducing balance method.

Depreciation is provided on the following basis:

Motor vehicles	25%
Equipment	25%
Milk hub	15%

**2.5 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.6 Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.7 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to

**2.0 Accounting policies (continued)****2.7 Liabilities and provisions**

the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.8 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**3. Income from donations and legacies**

	<b>Unrestricted funds 2022</b>	<b>Restricted funds 2022</b>	<b>Total funds 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Donations	36,992	-	36,992
Grants	-	-	-
	<hr/> 36,992	<hr/> -	<hr/> 36,992

**4. Income from charitable activities**

	<b>Unrestricted funds 2022</b>	<b>Unrestricted funds 2021</b>
	<b>£</b>	<b>£</b>
Services	75	282
	<hr/> 75	<hr/> 282

**5. Analysis of expenditure by activities****Analysis of direct costs**

	<b>Transport 2022</b>	<b>Transport 2021</b>
	<b>£</b>	<b>£</b>
Motor expenses	31,287	32,487
	<hr/> 31,287	<hr/> 32,487

**5. Analysis of expenditure by activities (continued)****Analysis of support costs**

	<b>Support Costs 2022 £</b>	<b>Support Costs 2021 £</b>
Volunteer costs	904	2,294
Advertising	288	125
Events equipment	460	99
Travel, subsistence and accommodation	294	471
Rent	92	500
Cleaning	275	335
Repairs and renewals	1,138	683
PPE	-	432
Equipment expensed	748	1,083
Computer costs	181	445
Accountancy and book keeping fees	643	300
Insurance	215	226
Legal and professional	-	170
Printing, postage and stationery	224	322
Telephone	244	360
Membership	35	35
Sundry expenses	199	507
Depreciation	10,094	10,522
(Profit)/loss on disposal of fixed assets	1,181	2,550
	<b>17,215</b>	<b>21,459</b>

**6. Independent examiner's remuneration**

	<b>2022 £</b>	<b>2021 £</b>
Fees payable to the charity's Independent Examiner for the independent examination of the charity's annual accounts	300	300

**7. Tangible fixed assets**

	<b>Motor vehicles £</b>	<b>Equipment £</b>	<b>Milk Hub £</b>	<b>Total £</b>
<b>Cost or valuation</b>				
Brought forward at 1 August 2021	39,719	4,517	6,525	27,656
Additions	7,980	1,622	-	26,506
Disposals	(1,500)	(600)	-	(3,400)
At 31 July 2022	46,199	5,539	6,525	50,762
<b>Depreciation</b>				
Brought forward at 1 August 2021	14,142	1,465	979	6,914
Charge for the year	8,178	1,084	832	10,522
Eliminated on disposals	(656)	(262)	-	(850)
At 31 July 2022	21,664	2,287	1,811	16,586
<b>Net book value</b>				
At 31 July 2022	24,535	3,252	4,714	32,501
At 31 July 2021	25,577	3,052	5,546	34,175

**8. Debtors**

	<b>2022 £</b>	<b>2021 £</b>
<b>Due within one year</b>		
Prepayments	430	-
VAT recoverable	3,383	8,554
	3,813	4,305

**9. Creditors: Amounts falling due within one year**

	<b>2022 £</b>	<b>2021 £</b>
Trade creditors	2,291	2,064
Other creditors	1,046	839
Accruals	4,100	300
	7,437	5,916

**10. Statement of funds**

	<b>Balance at 1 August 2021</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 July 2022</b>
<b>Unrestricted funds</b>				
General funds	10,428	37,067	(27,666)	19,829
<b>Restricted funds</b>				
National Lottery	10,000	-	(10,000)	-
Nottinghamshire CM – Covid-19 funding	10,000	-	(9,025)	975
National Lottery	10,000	-	(1,811)	8,189
	30,000	-	(20,836)	9,164
<b>Total of funds</b>	40,428	37,067	(48,502)	28,993

**National Lottery** – this restricted fund represents income received from the National Lottery to be spent on a van and its running costs.

**Nottinghamshire CM** – this restricted fund represents income received from Nottinghamshire CM to be spent on a van/estate car and its running costs.

**National Lottery** – this restricted fund represents income received from The National Lottery to be spent on the costs to convert a room into a medical Milk Hub and the purchase of the equipment required to run the hub.

**11. Analysis of net assets between funds**

	<b>Unrecorded funds 2022</b>	<b>Restricted funds 2022</b>	<b>Total funds 2021</b>
Tangible fixed assets	20,194	12,309	32,503
Current assets	3,927		3,927
Creditors due within one year	(7,437)		(7,437)
	16,684	12,309	28,993

**12. Related party transactions**

The following related party transactions occurred during the year:

Trustee, Mr N Tilley has loaned money to the Charity to get it started. The maximum amount outstanding during the period was £2,187 (2021 £5,397). The balance outstanding at the period end was £1,046 (2021 £839) . No interest is charged on the loan.

During the year bookkeeping expenses of £343 (2021: nil) where paid to Dakin & Co Accountancy Services Ltd, a company owned by Trustee, Mrs Samantha Dakin FCCA MSWW. All transaction where undertaken at arm's length and serviced by a member of staff of Dakin & Co.

**Independent Examiner's Report to the Trustees of East Midlands Freewheelers Ltd**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 July 2022 which are set out on pages 10 to 13.

**Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as provided for in section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

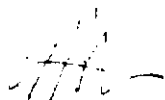
**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respects:

1. accounting records were not kept, or were kept in a manner as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 306 of the 2006 Act other than any requirement that the accounts give a true and fair view (which is not a matter considered as part of an independent examination); or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Signed:



Name: Christian Cloherly

ACCA

Address: 31 Crown way, Chellaston, Derby, DE78 3TU

Date: 20 April 2023