



Trustees' Annual Report for the Period



Period Start Date		Period End Date		
From	1 st	April	2021	To
	31 st	March	2023	

Section A Reference and Administration Details

Charity name

CHRISTIAN AMBULANCE ASSOCIATION

Registered charity number

1190610

Charity's principal address

The Bridge, Whitefriars Church, Whitefriars Junior School

Boughton Drive, Rushden

Northamptonshire

Postcode

NN10 9HX

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	Simon King	Chair		Trustee Resolution
2	Andrew Buchanan	Treasurer		Trustee Resolution
3	Martyn Hallett			Trustee Resolution
4	Peter Davison			Trustee Resolution

Name of chief executive or names of senior staff members

Mr Simon King - Chair of the Christian Ambulance Association

Additional information

Names and addresses of advisers

Type of adviser	Name	Address
Financial	CAF Bank	25 Kings Hill Avenue, West Malling Kent ME19 4JQ
Solicitor	Katie Crosbie	Anthony Collins, 134 Edmund Street Birmingham B3 2ES
Insurance	Kate Wytchard	Ecclesiastical Insurance, Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth Gloucester GL3 4AW
Safeguarding	Thirtyoneeight	PO Box 133, Swanley, Kent BR8 7UQ
Financial	Stewardship	1 Lamb's Passage, London EC1Y 8AB

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	A Charitable Incorporated Organisation with voting members other than its charity trustees
Trustee selection methods	<ul style="list-style-type: none"> • Charity trustees shall first request nominations from members of the CIO. • Apart from the first charity trustees, every charity trustee must be appointed from among the charity trustee nominations for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. • In selecting individuals for appointment as charity trustees from the charity trustee nominations, the existing charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. • Elected trustees will be subject to a basic DBS check. • All charity trustees must subscribe and adhere to, in belief and lifestyle, the Statement of Faith.

Additional governance issues

To include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity's organisational structure headed by the chair of the charity Simon King, is overseen by the board of trustees and supported by a leadership team from within the membership.

Regional leads in turn, support the leadership team with specific responsibilities to supporting members within their designated regions.

The following policies and procedures ensure transparency and compliance with the regulatory bodies. Each policy is reviewed annually with specific references appertaining to any of the policies, discussed further at the quarterly trustees' meetings.

- Social Media & Communications Policy
- Safeguarding Policy
- Risk Management Policy
- Complaints Handling Policy
- Conflict of Interest Policy
- Reserves Policy
- Privacy Policy
- Health & Safety Policy
- Constitution

Implementation of the Risk Management document allows for consideration to be given to governance, operational, financial, external, environmental and compliance risks against a matrix which looks at the impact .v. likelihood which allows for early identification and the subsequent management of those risks identified.

Summary of the objects of the charity set out in its governing document

The object of the charity is, for the public benefit, the advancement of the Christian faith through working with ambulance services and the wider health care sector in which ambulance professionals work.

Summary of the main activities undertaken for the public benefit in relation to these objects including within this section, the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit

The charity was established on 3rd July 2020.

This report covers the period 1st April 2022 to 31st March 2023.

This past year has and continues to be challenging. By the very nature of the membership, who continue to serve and provide that front-line response often in challenging and stressful situations can impact on the commitment to CAA as a member. The role therefore, of the Christian Ambulance Association is seen to be paramount in providing that support not only to members but their families and to those with whom they work with and alongside.

A number of factors continue to impact upon the trustees' and leadership team which has meant that progress in promoting the association, has not been the priority that had been envisaged. External factors have influenced the lack of progress however, we continue to engage in a number of initiatives that allows for the association to remain encouraged as we pursue the charities aims and objectives.

The Christian Ambulance Association through the website, social media channels and ambulance trust intranet pages allow for that means of internal and external communication to be maintained across the country.

We continue to look to engage with ambulance services, seeking to raise our awareness as a charity; looking to support and engage with equality, diversity and inclusion streams within ambulance trusts and, to reach out to prospective members which includes students during their training at a time where social isolation remains a challenge.

The Christian Ambulance Association has also had opportunities to raise an awareness through the media of current issues within the ambulance services and to provide a Christian perspective on those areas that impact upon staff.

Participating at the Emergency Services Show enabled us to meet together, support and encourage not only members but the wider audience within the 'blue light' sector.

These activities have been overseen by the trustees who have had regard to the guidance issued by the charity commission ensuring that we continue to deliver on those requirements with regards to public benefit.

Additional details of objectives and activities

To include further statements, where relevant, about:

- **policy on grantmaking;**
- **policy programme related investment;**
- **contribution made by volunteers.**

We are grateful to our members for their support during this past year.

We also recognise the contribution of members of the central leadership team including those engaged with our internal and external communication and the responsibilities that this entails, continuing that encouragement, the welcoming of new members as well as representing the charity at external events together with, media opportunities and the development of new procedures.

Filling key positions within the association remain a challenge as we continue to seek out members who are able to give time in supporting the charity including the need to ensure that we, remain mindful with regards to future succession planning.

A summary of the main achievements of the charity during the year

In the period 2022/23, CAA membership stands at 398 an annual increase of 9%.

During this year, the CAA has continued to develop our communication through the use of social media channels such as Twitter, Facebook and Instagram together with enhanced engagement with ambulance trusts/services.

The website reflects our status as a CIO and work continues to allow members to have direct access to policies and procedures.

We continue to establish coordinators in all UK regions to better support our members and engage with ambulance services locally. By establishing regional leads, this will enable the charity to review its structure ensuring that it remains fit for purpose as the charity develops and grows.

We participated in promoting the association at the Emergency Services Show in Birmingham.

The commitment of members in taking on responsibilities within the charity remains a challenge and one that will continually be at the forefront of the trustees as the expected level of growth, is likely to bring with it, the increase in workload in ensuring that the charity remains compliant in its obligations in meeting the requirements as laid down by the regulatory bodies.

As we enter the next reporting period, we remain resilient that the financial situation together with the ongoing work of the leadership team is strong and predicted to remain so, as the charity looks to further its aims and objectives in the months to come.

Brief statement of the charity's policy on reserves

Our Reserves Policy reflects the importance of ensuring that our reserves are in line with our expected expenditure. This is reviewed annually.
A maximum of £500.00 has been agreed by the Trustees which allows for payments to be made without referring back to the Trustees for authorisation. All payments are dual authorised. This amount is reviewed annually.

Details of any funds materially in deficit

Nothing to report.

Further financial review details

To include additional information, where relevant about:

- the charity's principal sources of funds including any fundraising;
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's primary source of funds is through the generosity of its members, either through regular monthly giving or as a one-off donation.

We are indebted to those who have supported us this past year outside of our membership base.

Stewardship supports our funding by managing gift aid in line with HMRC regulations.

The Christian Ambulance Association is registered with HMRC.

This past year, the charity has supported a number of members including family members by way of welfare assistance payments following personal bereavement and/or hardship. This has been further extended to those representing other emergency services where the need to support has been provided by the charity.

The Ambulance Staff Charity (TASC) continue to be recipients with regards to a 3-year agreement starting in April 2021, to tithe 10% of our income to support TASC in the work that they do.

All requests for financial assistance are duly considered to ensure that it meets our regulatory requirements of that as a CIO and falls within the remit of that classified as for the public benefit.

This past year, as a Charitable Incorporated Organisation, has been and continues to be challenging, whereby the foundations that will underpin all that we do, have been instrumental in maintaining transparency and integrity whilst upholding the objectives of the charity, its mission statement and vision alongside our Statement of Faith.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

S King

A Buchanan

Full name(s)

Simon King

Andrew Buchanan

Position

Chair

Treasurer

Date

17.7.2023

Christian Ambulance Association		1190610		CC16a
Receipts and payments accounts				
For the period from	Period start date 1st April 2022	To	Period end date 31st March 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 to CAF Account (+ Interest)	2,303	-	-	2,303	3,262
Donations via Stewardship	1,786	-	-	1,786	2,036
Gift Aid via Stewardship	388	-	-	388	418
Charitable Contribution Via Amazon	6	-	-	6	8
31:8 Refund (Covid19)	-	-	-	-	97
Paypal Account Verification (£0.01)	-	-	-	-	0
Stationary Refund (Duplicate)	-	-	-	-	12
HMRC Refund	200	-	-	200	-
Sub total (Gross income for AR)	4,682	-	-	4,682	5,820
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,682	-	-	4,682	5,820
A3 Payments					
Account Charges	88	-	-	88	97
Zoom	144	-	-	144	144
Conference's (CPA) / Training	88	-	-	88	230
Thirtyoneeight	146	-	-	146	129
Website (Including Domain)	320	-	-	320	1,498
HMRC	200	-	-	200	-
Merchandise/Promotional Material	308	-	-	308	-
Tithe / Gift Donation (TASC)	488	-	-	488	682
Welfare Charitable Payments	600	-	-	600	660
Stationary : Administration	88	-	-	88	68
Insurances	223	-	-	223	213
ESS	2,087	-	-	2,087	2,879
Sub total	4,672	-	-	4,672	6,380
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,672	-	-	4,672	6,380
Net of receipts/(payments)	90	-	-	90	- 560
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,011	-	-	4,011	-
Cash funds this year end	4,101	-	-	4,101	- 560

Section B Statement of assets and liabilities at the end of the period