



**DUDLEY COMMUNITY
FIRST RESPONDERS**

Trustee Annual Report

10th July 2023 to 31st Dec 2024

Charity Name Dudley Community First Responders

Charity Number 1203910

Address c/o Management Suite
Merry Hill Centre
DY5 1QX

Trustees Sarah Trevalen, Chair
Amy Webb, Treasurer
Tina Clarke, Social Media & Comms
Paul Grove, Events & Design
Carl Dixon, Equipment
Stuart Selwood, Fundraising
Jamie Mitchell, Training (resigned Nov 2024)



DUDLEY COMMUNITY FIRST RESPONDERS

The trustees present the annual report along with the financial statement for the period 10th July 2023 to 31st December 2024.

Structure, Governance & Management

The charity is a Charitable Incorporated Organisation (CIO) operated under the rules of the constitution adopted 10th July 2023. Trustees are elected annually by members of the charity.

The charity is managed by 7 trustees who are elected from the group. The trustees have taken on the role of, Chair, Treasurer, Social Media & Comms, Events & Design, Equipment, Fundraising and Training. Charity volunteers can either be Community First Responders (CFRs) or non-operational associate volunteers who participate in admin or fundraising activities.

The structure of the charity includes the Coordinator (which at present is also a trustee - Events & Design Coordinator) with the volunteers who form the operational members of the group. The scheme is overseen by West Midlands Ambulance Service (WMAS) who provide policy and procedures for our CFRs.

The charity continues to benefit from strong partnerships across its network, most notably with WMAS which remains our primary operational partner.

Objectives & Activities

The object of the CIO is the relief of sickness and the preservation and protection of good health within the Metropolitan Borough of Dudley and the surrounding area, by the provision of trained Community First Responder volunteers to attend medical emergencies as directed by the West Midlands Ambulance Service.

The main activity of the charity is to attend 999 calls in our local community where we can arrive before an ambulance and begin treatment. For life threatening situations such as when someone's heart stops every minute counts to increase their chance of survival. Secondary to this is increasing awareness of basic life support through community training sessions on how to perform CPR, use a defibrillator and stop severe bleeding.



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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.

Achievements & Performance

During this period the charity met its objectives by responding for 5,620 hours and attending 1,401 calls. This was achieved by:

- Growing from 7 to 26 volunteers
- Accepting donations of two ambulances
- Fundraising to cover new kitbags & equipment and provide cash reserves to cover running costs for the coming years

Financial Review

The charity's policy on reserves is to ensure all running costs (currently £1,000 per ambulance per year) are covered for at least the next year but ideally 5 years and this has been achieved. There are no funds materially in deficit at this time.

Declaration

The trustees declare that they have approved the trustee's report above

Signed on behalf of the charity's trustees

Sarah Trevalen, Chair
6th January 2025

Amy Webb, Treasurer
6th January 2025



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Charity Accounts

	Unrestricted
Balance as at 10th July 2023	£0
Receipts	
Donations	£57,066
Mileage Claims	£4,267
	£61,333
Payments	
Car Purchase	£16,761
Car Running Costs	£2,676
Equipment	£7,655
Fuel	£3,244
Fundraising	£1,720
Uniforms	£2,033
	£34,089
Balance as at 31st December	£27,244



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Statement of Assets & Liabilities

	Unrestricted
Cash funds	
Bank account	£27,244
Other monetary assets	
Gift Aid due	£2,663
VAT refunds due	£686
Investment assets	
None	
Assets retained for the charity's own use	
Ambulances	
Fundraising materials	
Medical equipment	
Training equipment	
Uniform	
Total assets	£30,593
Liabilities	
None	
Total funds	£30,593



Independent Examiner's Report on the Accounts

I report to the trustees on my examination of the accounts of the above charity ("**the Trust**") for the period 10th July 2023 to 31st December 2024.

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Sam Edwards

24th July 2025