

Trustees' Annual Report

All Wheel Drive Response North East (AWDRNE)

Charity Number: 1204037

Reporting Period: 20 July 2023 – 6 April 2024

1. Reference and Administrative Details

- Charity Name: All Wheel Drive Response North East (AWDRNE)
- Charity Number: 1204037
- Registered Address: 14 Beverley Villas, North Shields, Tyne And Wear, NE30 3EB

Trustees who served during this reporting period:

- John Walker – Chair (appointed 19 July 2023)
- Stephen James Thomas – Trustee (appointed 19 July 2023)
- Joanne Ferrey/Walker – Trustee (appointed 19 July 2023)

2. Structure, Governance, and Management

AWDRNE was established as a Charitable Incorporated Organisation (CIO) on 20 July 2023.

The charity is governed by its Constitution and led by a Board of Trustees responsible for strategic oversight, compliance, safeguarding, and managing public trust.

Trustees served voluntarily with no remuneration. New trustees received induction and access to key governance policies during this period.

3. Objectives and Activities

The charity's objectives during this period were:

- To provide emergency logistical support using volunteer 4x4 drivers in bad weather and local incidents
- To deliver free First Aid Awareness sessions for community members, carers, and the public
- To support small-scale event first aid cover where appropriate
- To promote public preparedness, resilience, and community response capacity

AWDRNE's activities were focused on start-up setup, training material development, volunteer recruitment, and early-stage public engagement.

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4. Achievements and Performance

(20 July 2023 – 6 April 2024 only)

First Aid Awareness – Development and Early Delivery

- Developed Baby & Young Children First Aid and Everyday First Aid Awareness materials
- Created accessible content: PowerPoints, handouts, posters, feedback forms
- Held one successful pilot Baby First Aid session in early 2024
- Created Microsoft Forms system for session registration and attendance

Volunteer & Logistics Preparation

- Built volunteer database and created application/joining process
- Designed role outlines and DBS-free awareness roles
- Provided informal logistics support planning for events in 2024

Governance & Policy Setup

- Established charity's core governance framework
- Drafted key policies: Safeguarding, GDPR, Volunteer Code of Conduct
- Began development of e-learning materials for Safeguarding and GDPR (to be finalised post-period)

Promotion and Engagement

- Created branded materials: logos, social posts, QR code flyers
- Ran early recruitment efforts via Facebook and printed cards
- Attended 1–2 public events for visibility and networking

5. Financial Review

(Covering 20 July 2023 – 6 April 2024)

- Income from stalls, fundraising, and early donations
- No salaries or trustee payments
- Cash float maintained at approx. £65
- £35/month sponsorship for defibrillator confirmed

Insurance:

Public liability and first aid activity cover was secured.

AWDRNE operated with no loans or debts during the reporting period.

Gift Aid registration was not completed during this period but was explored.

All funds were used solely for charitable purposes aligned with the mission.

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6. Plans for the Future

(not part of this financial year but included as forward planning)

- Deliver expanded public First Aid Awareness sessions in 2024–25
- Launch safeguarding and GDPR e-learning for all volunteers
- Offer First Aid Cover at community events
- Grow and support the volunteer team
- Finalise and distribute volunteer resource packs
- Complete first-year Gift Aid submission and strengthen financial tools

7. Declaration

The trustees declare that they have approved this report and confirm that it complies with the Charities Act 2011 and applicable reporting requirements.

Signed on behalf of the Board of Trustees:

Signature:  _____

Name: John Walker

Position: Chair of Trustees

Date: 17/06/25 _____

(Separate attachment: Statement of Accounts – covering 20 July 2023 to 6 April 2024)