

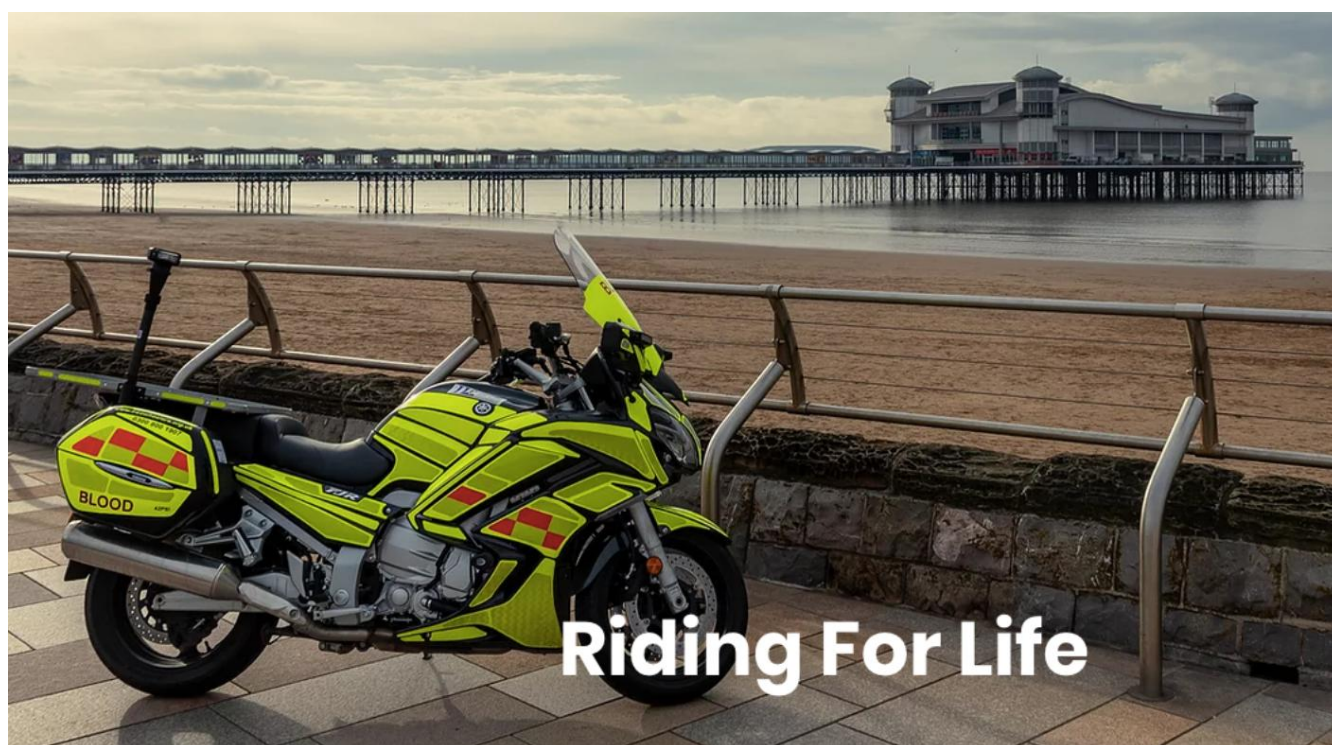


FREEWHEELERS
EMERGENCY VOLUNTARY
BLOOD BIKE SERVICE



Trustee's Annual Report and Financial Statements

April 2024 – March 2025



Freewheelers Emergency Voluntary Blood Bike Service
Charity No: 1204920



Founding Member

SECTION A. TRUSTEE'S REPORT DEFINITION

The following sections A. to J. represent the Trustees Annual Report reviewing the year 1 April 2024 to 31 March 2025.

SECTION B. REFERENCE AND ADMINISTRATION DETAILS

Charity Name	Freewheelers Emergency Voluntary Blood Bike Service
Registered Charity Number	1204920
Charity Principal Address	Unit 10, The 306 Estate, 242-244 Broomhill Rd, Bristol, BS5 4RG

Patron

Alex Lovell	ITV Local News TV presenter
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Trustees

Name		Dates Acted	Appointed By
Geoff Naldrett		Sep 23 to present	Membership
David Sheen		Sep 24 to present	Membership
John Thompson	Chair	Oct 23 to present	Membership
Joe Tooker		Sep 23 to present	Membership
James Watts		Sep 22 to present	Membership

SECTION C. STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity's areas of operation and UK charitable registration

The Charity is registered with the Charity Commission in England & Wales (the Charity Commission) with charity number 1204920. The Charity does not operate in any overseas jurisdictions.

The Trustees present their Annual Report and Financial Statements for the year ended 31 March 2025.

Legal structure of the Charity

Freewheelers Emergency Voluntary Blood Bike Service, referred to as the 'Charity', is constituted as a Charitable Incorporated Organisation (CIO). The governing document of the Charity is the written constitution as approved by the Membership and endorsed by the Charity Commission. Under the constitution, the Charity is governed by the elected Trustees, supported by an appointed Committee. Any changes to the constitution require approval by the Membership at a General Meeting of the Charity.

The Charity was registered with the Charity Commission on 26 September 2023 and became operational from the 1 April 2024 following the transfer of net assets from the Freewheelers Emergency Voluntary Service (Weston) (charity number: 1001067) by a transfer deed signed 1 April 2024.

The Charity is funded from public donations and charitable grants. There are no restrictions governing the operation of the Charity.

The day to day running of the Charity is conducted by a Committee appointed by the Trustees, on which at least one Trustee is a member.

SECTION D. OBJECTIVES AND ACTIVITIES

The purpose of the Charity is set out in the Constitution:

“To relieve sickness and protect health by the provision of transport for urgently needed, drugs, human tissues and other medical requirements between hospitals, blood transfusion banks and other medical facilities.”

The main activities undertaken in relation to those purposes during the year

The Charity's service is provided primarily to NHS hospitals and hospices in its operating area which covers the hospitals in Bristol, Bath, Taunton and outlying areas. Occasional trips are also made to more distant hospitals when needed. Service users also include GWAAC (Great Western Air Ambulance Charity) and WBAA (Wiltshire and Bath Air Ambulance charity).

For locations outside of the usual operating area, the Charity liaises with neighbouring blood bike groups to relay items both into and out of our area.

The Charity's fleet of motorcycles is regularly maintained and monitored to ensure longevity and reliability. Five motorcycles are 'on duty' when the Charity is operational comprising three geographically based motorcycles (one based in West Somerset, one based in Bristol and the third based in East Somerset and West Wiltshire), one dedicated to the deliveries to both GWAAC and WBAA bases and one 'relief bike'. The 'relief bike' helps to manage jobs across the operating area when the other riders are busy, balancing a heavy workload, and ensuring that riders are able to take appropriate breaks during the duty period.

The fleet size means 'off duty' bikes can be serviced, unexpected breakdowns can be managed and planning of bike handovers is easier to facilitate by implementing an alternating week and weekend bike for each shift. There are also specific bikes used to support fundraising activities.

The Charity aims to provide a service to the NHS and other service users 365 days a year outside normal working hours; that is from 19:00 to 07:00 Monday to Friday, and 24 hours a day at weekends from 19:00 on Friday to 07:00 on Monday. On bank holidays the service is extended to cover the holiday period.

The main activities undertaken during the year to further the Charity's purpose for the public benefit

The Charity's free service has continued in the same way as previous years improved with the move to a new digital job recording app. The duty bikes transport any medical item that fits safely on a motorcycle and often provides a service which really makes a difference to the patient's wellbeing and in some cases can save a life. The Charity continues to serve requests from the NHS hospitals, minor injury units, birthing centres, district nurses, nursing homes and hospices in the area who have requested help to transport a wide range of items (blood, medication, medical records, samples for analysis, equipment).

This year saw another rise in tasks to over 8,000. This increase reflects the continued strong partnership that the Charity has with the NHS trusts it supports.

The Charity's strategies for achieving its aims and objectives in the future

- Succession planning and contingency cover for all key roles, which has been successful with new volunteers stepping forward for the year ahead.
- Fleet policy, working with NABB (Nationwide Association of Blood Bikes) and local dealers for suitable alternatives to keep the fleet current and modern to maintain reliability.
- SLA (Service Level Agreement) reviews with all our service users.
- Develop a fundraising strategy and continue to work with our patron, Alex Lovell, who represents three blood bike charities in the region, to enhance our presence and reach.

SECTION E. ACHIEVEMENTS AND PERFORMANCE

The Charity's main achievement was to increase its level of service and commitment to all service users.

The Charity continued to ensure the daily delivery to the two local air ambulance bases, and in some cases additional top up deliveries when stocks required. The Charity continued to see an increase in requests for the movement of breast milk to deposit in NICU (neonatal intensive care unit) facilities in the region. At times the Charity also moved breast milk between NICUs due to stock level requirements. It was great to see that the NHS continues to have a good level of support for donor breast milk.

The Charity's fundraising platforms alongside text donations and the use of card payment machines has enabled supporters to donate through their preferred method. Below are some of the platforms the Charity uses to generate funds. The Charity also started to use QR codes to further simplify donations at events.



PayPal Giving Fund

easyfundraising
feel good shopping

Somerset West
LOTTERY

JustGiving



benevity

Membership remains healthy at a total of c.180 volunteers (May 2025) in the various roles available, with a steady increase of new members continuing to join the Charity. Continual recruitment activity is maintained to ensure that the membership stays at an operable level. The Trustees would like to thank everyone, current and past members, for their efforts, enthusiasm, and commitment.

The use of social media continued to be an important tool for charity awareness with a small team of contributors producing regular posts to engage with our existing and potential new supporters and volunteers.



@freewheelers



@freewheelersevs



The website features continue to adapt with development for the operational aspects as the Charity evolves, and as such, the Charity is currently working with an external supplier to build a new public website with improved functionality for the Membership through a separate solution. The Charity also implemented a commercial membership system in the year to streamline information input, assisting the role of the Membership Secretary to reduce workload, make the onboarding of new members and their data more efficient and increase data security. This has had a positive impact on new members.

The contribution of volunteers during the year

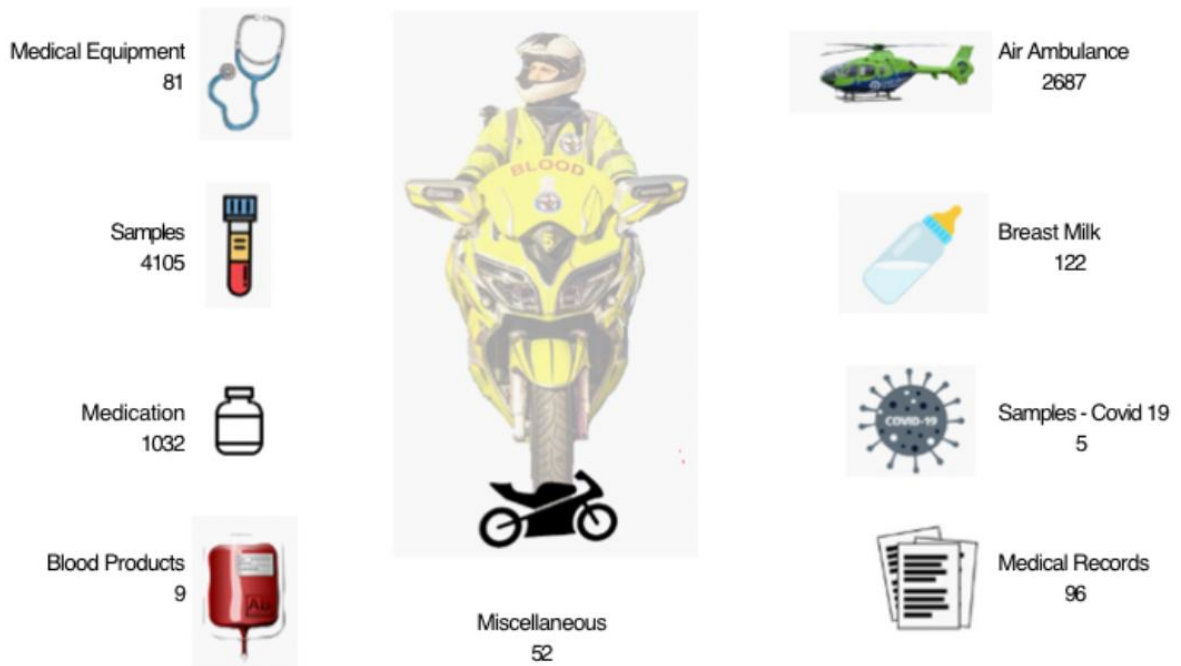
The Trustees, with the support of the Membership continued to ensure Government and NHS regulations were being factored into the Charity's operations. Face to face member meetings ensured regular checks on the well-being of the Membership and to maintain effective communication across the charity. All operational roles were undertaken by volunteers during the last 12 months, including but not limited to Riders, Coordinators, Incident Managers, Bike Maintenance Team, Committee roles and fundraising activities. This was a contribution of over 43,000 hours of unpaid voluntary work from the Membership, a phenomenal commitment which does not include the hours contributed to fundraising and committee roles.

Fundraising activities during the year

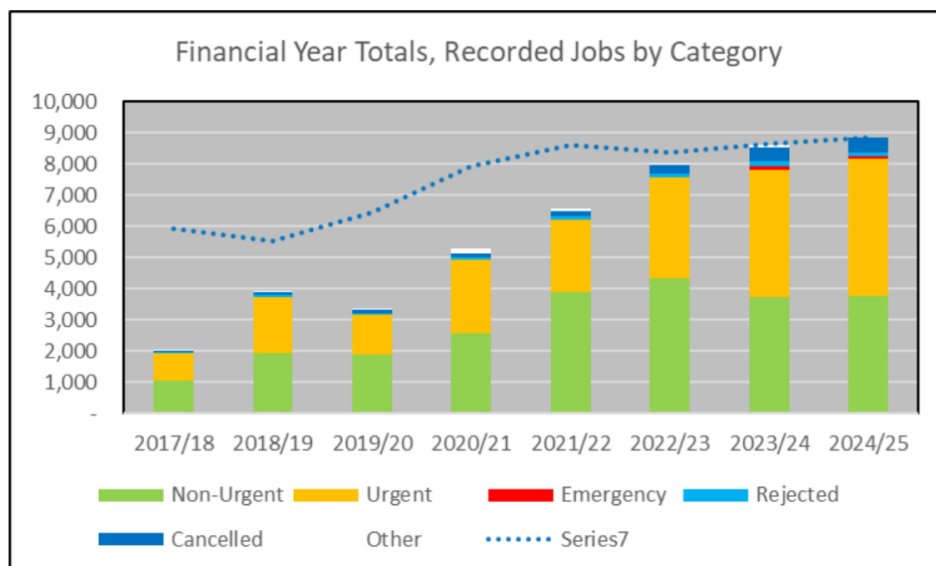
Throughout the year, the Charity's fundraising activities tracked higher than the previous year, despite the rising cost of living. With the continued shift towards a cashless society, there has been an increase in the use of our contactless card readers. While continuing to fundraise at supermarkets and fairs etc, the Charity also explored other types of events it could attend to increase public awareness and attract new members. The support from large donors has been equally important and greatly appreciated.

SECTION F. STATISTICS

Between 1 April 2024 and 31 March 2025, the Charity completed 8,189 calls across our operating area; an average of 22 calls handled by the coordinators every day and successfully delivered to those in need of our service. Summarised below:



8189 Jobs (from 365 days recorded) = 22calls per day



With continued app-based job allocation, data collection has been far more accurate and much simpler to track for the last 18 months removing the reliance of coordinators submitting detailed reports to manually collate the statistics. On the chart, the dotted line shows an estimated annual total by calculating daily averages by weekday then applying that average for any days without data. It is clear the app has resulted in better accuracy of job data collection.

SECTION G. OUR FLEET

The Charity's fleet consists of a mixture of BMW R1250 RT's, Yamaha FJR's and Yamaha GT Tracer's. With the FJR's no longer in production the Charity has actively looked for suitable alternatives.



To maintain a reliable fleet, the Charity uses various online tools to monitor and plan regular servicing and maintenance using local suppliers. Maintenance history is stored and managed by the Bike Maintenance Team to track fleet costs and down time. As part of the 'rider down' duty of care, trackers and front and rear facing cameras are fitted to all bikes and the BMW's also have a built in SOS system that connects the bike directly to a dedicated call centre.



Fleetio



Given the mileage covered by the bikes they rapidly reach a point where, in the Trustees opinion, it is more economical to dispose of them while they still retain reasonable residual value and to replace them with new bikes.

In order to ensure riders are familiar with all the different bikes and technology, the Bike Maintenance Team holds regular bike workshops for members to attend and learn or refresh knowledge about the bikes as the fleet changes and equipment used on the bikes is replenished. All new riders attend one of these days during their induction process.

SECTION H. OUR PARTNERS

Being a participating member of NABB has ensured the Charity remains abreast of national initiatives and standardised policies as well as remaining in a position to influence, lobby and direct national policy whilst providing experience and guidance to new start-up groups. With blood bike groups covering the majority of the UK it also facilitates handovers for relays up and down the UK which we the Charity played its part in on many occasions in the last 12 months.

The close working relationship with two local air ambulance charities, GWAAC and WBAA has been maintained with the Charity increasing the delivery from two units to four units of blood products to WBAA and a mixture of two units of blood products plus two units of FFP (fresh frozen plasma) to GWAAC each night and returning any unused units to the blood bank every day of the year.



This can only be achieved with our third key partner from Southmead Blood Science department who provide the blood and FFP for collection each night and deliver to the waiting crews. The relationship between all the parties involved in this initiative continues to work well, all are committed to seeing it mature with the potential for additional growth in the future.

SECTION I. OUR SUPPORTERS

The Charity is extremely grateful to all the public, local groups and businesses who supported the Charity and enabled it to continue delivering its service throughout 2024/25.

The volunteers have worked alongside community champions at supermarkets, given talks to a variety of groups, taken part in marshalling at events and annual carnival processions to name a few.

The Charity also recognises the impact family and friends have on its volunteers, enabling them to go on operational duty and helping at fundraising events, their selflessness does not go unnoticed.

The Charity is supported by various bike maintenance suppliers that ensure the fleet is maintained to a high standard and repaired efficiently to minimise downtime, ensuring the Charity can continue to provide its service.

Respective responsibilities of Trustees and Examiner

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- prepare the Financial Statements in accordance with United Kingdom Generally Accepted Accounting Practice and observe the methods and principles in the Charities SORP;
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the Financial Statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which are sufficient to show and explain the Charity's transactions and enable them to ensure that the Financial Statements comply with Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' Report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' Report is limited to examining the Report and ensuring that, the Report is consistent with the figures disclosed in the Financial Statements.

This Report was approved by the Charity Trustees on 15 July 2025.

SECTION K. INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the Trustees of the Charity

I report on the Balance Sheet, the Statement of Financial Activities and the notes to the accounts (together the Financial Statements) for the year ended 31 March 2025, which are set out on pages 11 to 17.

Respective responsibilities of the Trustees and the Independent Examiner

The Trustees of the Charity are responsible for the preparation of the Financial Statements and consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the Financial Statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the Financial Statements presented with those records. It also includes consideration of any unusual items or disclosures in the Financial Statements and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which give me reasonable cause to believe that in, any material respect, the Trustees have not met the requirements:

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare Financial Statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.



M P Bailey
Rafters
Heathlands Road
Wokingham
Berkshire
RG40 3AR

Dated: 16 July 2025

Statement of Financial Activities

For the year ended 31 March 2025

	Unrestricted funds £	Restricted funds £	Total funds £	Prior year funds £
Income				
Donations	127,134	25,000	152,134	140,411
Other trading activities	7,127	-	7,127	4,202
Interest & investment income	1,755	-	1,755	1,811
Other income	1,155	-	1,155	6,466
Total	137,171	25,000	162,171	152,890
Expenditure (note 2)				
Raising funds	8,681	-	8,681	4,697
Charitable activities	126,933	5,563	132,496	121,511
Loss on disposal of motorcycles	-	-	-	1,691
Total	135,614	5,563	141,177	127,899
Net gains/(losses) on investments	9,521	-	9,521	23,169
Net income/(expenditure)	11,078	19,437	30,515	48,160
Net movement in funds	11,078	19,437	30,515	48,160
Reconciliation of funds:				
Total funds brought forward	480,515	35,000	515,515	467,355
Transfer between funds	14,403	(14,403)	-	-
Net movement in funds	11,078	19,437	30,515	48,160
Total funds carried forward	505,996	40,034	546,030	515,515

Transfer between funds

During the year, restricted funds were used to purchase a motorcycle in accordance with the requirements of a specific donation. Once purchased, the requirements of the donation were met and the motorcycle is not considered a restricted asset. Therefore the value has been transferred to the unrestricted funds of the Charity.

Balance Sheet

For the year ended 31 March 2025

	Unrestricted funds £	Restricted funds £	Total funds £	Prior year funds £
Fixed assets				
Tangible assets (note 3)	77,809	-	77,809	81,159
Intangible assets	2,365	-	2,365	-
Total fixed assets	80,174	-	80,174	81,159
Current assets				
Debtors and prepayments (note 4)	20,727	-	20,727	27,820
Cash at bank	72,906	40,034	112,940	87,047
Investments	332,690	-	332,690	323,170
Fundraising stock items	3,240	-	3,240	-
Total current assets	429,563	40,034	469,597	438,037
Creditors: amounts falling due within one year (note 5)	3,741	-	3,741	3,681
Net current assets/(liabilities)	425,822	40,034	465,856	434,356
Total assets less current liabilities	505,996	40,034	546,030	515,515
Funds of the Charity				
Restricted funds		40,034	40,034	35,000
Unrestricted funds	505,996		505,996	480,515
Total funds	505,996	40,034	546,030	515,515

Policy on Reserves

The Trustees have examined the Charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not designated, committed or invested in tangible fixed assets held by the Charity (it's Reserves) should be sufficient to cover six months operating costs and the replacement of two motorcycles unexpectedly rendered unusable or uneconomic to repair.

The Trustees have designated £350,000 for the medium-term objective of purchasing the freehold interest in a workshop from which to base its operations. Designated funds are held as investments and cash at bank.

The Charity's Reserves at the end of the year totalled £75,822.

Approval

Approved by the Trustees on 15 July 2025 and signed on their behalf by:



John Thompson

Chair

Note:1 Accounting policies

Note:1.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Charities SORP 2016 (October 2019), FRS 102 (September 2024) and the Charities Act 2011.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note. Freewheelers Emergency Voluntary Blood Bike Service meets the definition of a public benefit entity under FRS 102.

Note:1.2 Merger accounting

On 1 April 2024, the entire assets and liabilities of the Freewheelers Emergency Voluntary Service (Weston) (former charity number 1001067) were transferred to the recently created Charitable Incorporated Organisation (CIO), Freewheelers Emergency Voluntary Blood Bike Service (charity number 1204920). This note explains the basis of accounting for the merger.

The Trustees of the unincorporated charity decided to establish a CIO to take forward the charity's work. Nevertheless, the purposes and beneficiaries of the CIO remained unchanged and the Trustees also stayed the same. As such, the accounts have been prepared under merger accounting, as required under SORP section 27.

Merger accounting involves aggregating the assets, liabilities and funds of the combining charities and presenting them as though they had always been part of the same reporting charity. The Charity was registered on 26 September 2023 but did not become operational until the 1 April 2024, the reconstruction therefore took place at the start of the accounting period so the accounts have been prepared to include the results as a CIO for 2024/25 and the comparative year being that of the Charitable Trust. There were no changes in accounting policies required to the transferred assets and liabilities as a result of the merger. As such, the net assets and financial performance as reported in the statement of financial activities of the CIO at the date of the merger are identical to those of the unincorporated charity.

Note:1.3 Going concern

The charitable activities are entirely dependent on continuing voluntary donations, fundraising activities as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams.

Accordingly, the Trustees have considered the anticipated future income and costs of the Charity and, together with the current reserves, the Trustees are satisfied that, at the time of approving the Financial Statements, it is appropriate to adopt the going concern basis in preparing the Financial Statements. Other than these matters, the Trustees are not aware of any material uncertainties about the Charity's ability to continue as a going concern.

Note:1.4 Recognition of income

Income is included in the Statement of Financial Activities (SoFA) when:

- the Charity becomes entitled to the income;
- it is more likely than not that the Charity will receive the income; and
- the monetary value can be measured with sufficient reliability.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the Accounting Regulations.

Grants and donations are only included in the SoFA when the general income recognition criteria are met (as defined in the Accounting Regulations).

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Gift aid on small cash donations (GASDS) is included in income and considered to be unrestricted.

Donated goods and services are included in the SoFA when received at the value of the gift to the Charity provided the value of the gift can be measured reliably. Donated goods and services that are used immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.

The value of any voluntary help received is not included in the Financial Statements but is described in the Trustees' Report.

Income from interest, royalties and dividends is included in the Financial Statements when receipt is probable and the amount receivable can be measured reliably.

Insurance claims are only included in the SoFA when the general income recognition criteria are met (SORP 5.10 to 5.12) and are included as an item of other income in the SoFA.

Note:1.5 Recognition of expenditure and liabilities

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Support costs have been allocated between raising funds and charitable activities, the latter comprises of costs for running the fleet and associated depreciation, property leases plus general administration and governance to ensure public accountability of the Charity and its compliance with regulation and good practice.

The Charity has creditors which are measured at settlement amounts less any trade discounts.

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

Note:1.6 Intangible fixed assets

These are capitalised if they can be used for more than one year, and cost at least £1,000.

Intangible fixed assets are measured at their original cost value, or subsequent revaluation. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation is provided on all intangible fixed assets at rates calculated to write off cost, less estimated residual value, over their estimated useful lives as follows;

Software

20% straight line

Note:1.7 Tangible fixed assets

These are capitalised if they can be used for more than one year, and cost at least £1,000.

Tangible fixed assets are measured at their original cost value, or subsequent revaluation. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off cost, less estimated residual value, over their estimated useful lives as follows;

Motorcycles	30% reducing balance
IT hardware	33% straight line
Equipment	20% straight line
Fixtures & Fittings	20% straight line

In previous periods, motorcycles were depreciated on a straight line basis. The Trustees have considered the value of the fleet represented on the balance sheet and have concluded that a reducing balance basis for depreciation is more appropriate. A one-off additional £8,170 of depreciation has been included in the SoFA to adjust for the change in approach.

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value on the balance sheet date. The same treatment is applied to unlisted investments where a reliable valuation exists such as the quarterly valuation statements provided by the external investment manager.

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the Charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Note:2 Analysis of expenditure

Note:2.1 Charitable activities

	This year			Prior year		
	Unrestricted funds £	Restricted funds £	Total funds £	Unrestricted funds £	Restricted funds £	Total funds £
Fleet running costs	63,132	5,563	68,695	66,416	-	66,416
Property costs	19,360	-	19,360	17,896	-	17,896
Administration and governance	6,437	-	6,437	4,834	-	4,834
Depreciation	38,004	-	38,004	32,365	-	32,365
Total	126,933	5,563	132,496	121,511	-	121,511

Note:3 Tangible fixed assets

Note:3.1 Cost or valuation

	Motorcycles £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	233,792	3,179	236,971
Additions	29,995	4,444	34,439
Disposals	-	-	-
At end of the year	263,787	7,623	271,410

Note:3.2 Depreciation

	Motorcycles £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	153,228	2,584	155,812
Disposals	-	-	-
Depreciation	36,607	1,182	37,789
At end of the year	189,835	3,766	193,601

Note:3.3 Net book value

	Motorcycles £	Fixtures, fittings and equipment £	Total £
Net book value at the beginning of the year	80,564	595	81,159
Net book value at the end of the year	73,952	3,857	77,809

Note:4 Debtors and prepayments

Note:4.1 Analysis of debtors and prepayments

	This year £	Prior year £
Gift aid receivable	250	377
Prepayments	16,854	10,195
VAT	3,359	2,498
Other debtors	264	14,750
Total	20,727	27,820

Note:5 Creditors and accruals

Note:5.1 Analysis of creditors and accruals

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Prior year £	This year £	Prior year £
Trade creditors	3,741	3,441	-	-
Accruals and deferred income	-	240	-	-
Total	3,741	3,681	-	-

Note:6 Transactions with Trustees and related parties

Note:6.1 Trustee remuneration and benefits

No Trustees or persons connected with them received any remuneration from the Charity, or any related entity. Trustees are reimbursed for out of pocket expenses in accordance with the Charity's Expenses policy.