



NARS Trustees' Annual Report

This report is for the **Norfolk Accident Rescue Service (NARS)** situated at Millbanks, Hall Lane, Dereham, Norfolk, England, NR20 3GG, Charity registration number **261666** for the period 01/04/2020 to 31/03/2021.

Structure

The charity structure consists of a group of Trustees that has general control and management of the charity as per our constitution. It is the Trustees' responsibility to outline the strategy and direction for the charity whilst ensuring it is delivering the intended service.

The NARS Trustees are as follows:

Mr Christopher Neil – Critical Care Paramedic

Dr Scott Turner MBChB, FIMC RCSEd – Doctor

Mrs Kim Simper LLB – Director of Simper Law

Mr Ryan Warwick – Critical Care Paramedic

Reporting to the Trustees is a Senior Leadership Team team that manages the daily running of the organisation in line with the Trustees' strategy and vision as detailed in our constitution.

The Senior Leadership Team is made up of the following positions:

CEO – Mr Christopher Neil

Chief Operating Officer – Mr Peter Sefton-Smalley

Medical Director – Dr Jamie Crawford

Chief Financial Officer – Mrs Rebecca Baker

Operational Lead – Mr Carl Smith

Clinical Governance Lead – Mr Jordan Van Noortwijk

The charity additionally holds the following posts in line with its constitution:

Chairman – Mr Christopher Neil

Vice Chairman – Dr Jamie Crawford

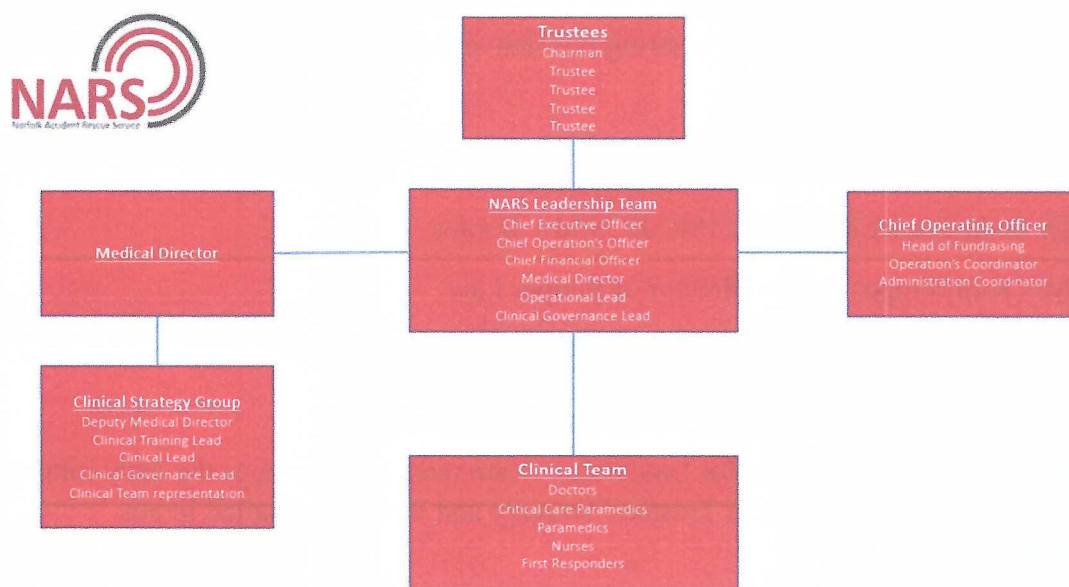
Secretary – Mr Jordan Van Noortwijk

Treasurer – Mrs Rebecca Baker

NARS Trustees' Annual Report

The charity is also comprised of around 50 clinical volunteers who respond to medical taskings in their spare time, utilising the scheme vehicles or responding from their homes. NARS also has a small collection of paid consultants to optimise the charity's aims in providing a life-saving service to the community of Norfolk. They advise and aid the Senior Leadership team with professional services.

Please see below diagram to illustrate the charity's structure.



Activities and Objectives

NARS provides a lifesaving service to the county of Norfolk. A team of clinical volunteers comprising Doctors, Critical Care Paramedics, Paramedics, Nurses and Community First Responders give up their spare time to respond to acute medical and traumatic patients across the County. Through a combination of responding from home and utilising scheme vehicles, the charity provides a vital service above that of the regular ambulance service.

With the Covid-19 pandemic, our initial objectives for this year were altered in order to ensure we could operate and combat the virus whilst still contributing to patient care in the Norfolk community.

Initially NARS had intended to continue growing the organisation in a variety of ways. We set out to increase the number of urgent responses to patients in the community through recruiting new members and enhancing their clinical ability.

NARS decided it must commit to increasing its awareness and growing its fundraising areas to ensure steady income and a healthy progression of our clinical team while responding to patients in desperate need of medical attention.



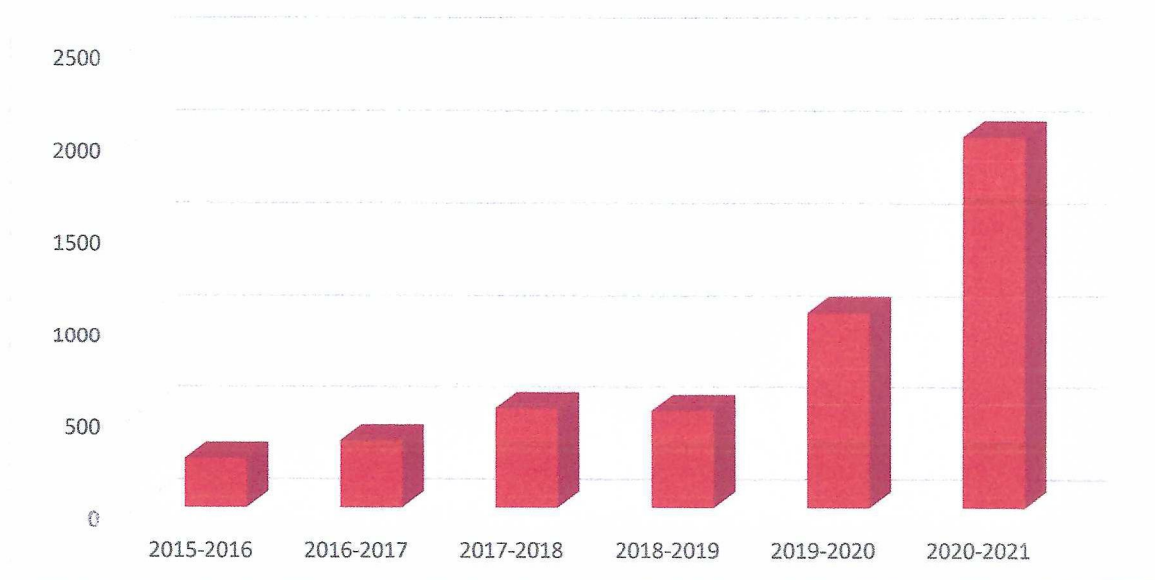
NARS Trustees' Annual Report

NARS was committed to improving all elements of the charity's governance making the organisation more efficient and effective to serve the community. The Charity governance provides the opportunity to review process and establish the effectiveness of the organisation. From a clinical governance perspective, the charity committed to continuously improve this area to ensure best clinical practice.

Achievements and Performance

NARS continues to provide a unique service for patients across Norfolk. Our volunteer clinicians provide the highest level of care for the most critically ill and injured patients. As a charity, NARS has attended more patients than in any previous year. The dedication of our volunteers has ensured this has been achieved on the platforms NARS provides in Critical Care and our mobile First Responder vehicle. As a charity we have been tasked to 2,013 missions this past financial year, with the types of incident we attend being cardiac arrest, road traffic incidents, falls and a variety of medical and traumatic incidents. This dramatic increase was also as a result of NARS additionally attending patients who had contracted COVID-19.

NARS Total Missions



Over the past year, our governance systems have expanded and improved. We have had robust financial control in order to ensure a continuous response through the pandemic. This has been achieved through a rigorous budget process whilst implementing financial policies to ensure the maximization of benefit from donations received.

Our Clinical Governance has improved, working alongside our colleagues at the East of England Ambulance Service Trust (EEAST) to provide a better service. With no clinical incidents to report, we are content that the systems placed within NARS are benefitting the education of our clinical team and patients in the Norfolk community. Our priority for the



NARS Trustees' Annual Report

next year is to ensure this continues and work towards the charity obtaining its own CQC registration.

Financial Review

The charity recorded total assets value of £615,243 with total generated funds being £175,402 and total resources expended being £155,197.

The Trustees aim to keep reserves of six months expenditure to meet the day-to-day running expenses of the charity. At the end of the financial year the charity was in a position of having close to eight months reserves held. The Trustees consider it prudent that the unrestricted funds cover six months' worth of administration, overhead and support costs currently.

At the end of the financial year the charity currently owes creditors the sum of £19,657 with debtors owing the charity the sum of £1,639.

Funds held as custodian Trustee

The assets held by the Trustees are currently the property, including all improvements, equipment and vehicles. The property is worth the valuation of £355,912 with the improvements valued at £24,212. The equipment has a net book value of £104,883. The vehicles have a net book value of £31,184. The total net book value of all fixed assets held by the custodian Trustees are £516,191.

Signed on behalf of the Trustees

Approved by the board of Trustees on 18/01/2022 and signed on its behalf by



Mr CJ Neil

Trustee

Charity registration no: 261666

**THE NORFOLK ACCIDENT RESCUE SERVICE
(NARS)
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2021**

THE NORFOLK ACCIDENT RESCUE SERVICE

Contents

	Page no
Charity information	1
Trustees report	2-3
Independent Examiner's report	4
Balance sheet	5
Statement of Financial Activities	6-7
Notes to the Financial Statements	8-11

Charity information

Charity registration no: 261666

Location of principal activity:-

Millbanks
Hall Lane
Dereham
NR20 3GG

Mr C J Neil and Mrs K C Simper, Trustees of the Charity, hold title to the above property.

Trustees

Dr S Turner
Mr C J Neil
Mrs K C Simper LLB
R Warwick

Accountants

Hines Harvey Woods Limited
Queens Head House
The Street
Acle
Norwich
NR13 3DY

Bankers

Barclays Bank Plc
5-7 Red Lion St
Norwich
NR1 3QH

**THE NORFOLK ACCIDENT RESCUE SERVICE
TRUSTEES' REPORT
YEAR ENDED 31 MARCH 2021**

The Trustees submit their annual report and the financial statements for the year ended 31 March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities 2015" in preparing the annual report and financial statement of the Charity.

Objectives and activities

The Norfolk Accident Rescue Service is governed by its constitution adopted on 14 September 1970. The Charity provides immediate care to accident victims or other emergencies, in the county of Norfolk and contiguous areas. All active members are qualified general practitioners or paramedics. The Charity only responds to 999 calls and members receive no remuneration whatsoever. The Charity provides members' clothing, equipment and training up to the required NHS standard.

Public benefit

The trustees have due regard to guidance issued by the Charity Commission in respect of public benefit and are satisfied that the charity meets the requirements.

Achievements and performance

NARS continues to provide a unique service for patients across Norfolk. Our volunteer clinicians provide the highest level of care for the most critically ill and injured patients. As a charity, NARS has attended more patients than in any previous year. The dedication of our volunteers has ensured this has been achieved on the platforms NARS provides in Critical Care and our mobile First Responder vehicle. As a charity we have been tasked to 2,013 missions this past financial year, with the types of incident we attend being cardiac arrest, road traffic incidents, falls and a variety of medical and traumatic incidents. This dramatic increase was also as a result of NARS additionally attending patients who had contracted COVID-19.

**THE NORFOLK ACCIDENT RESCUE SERVICE
TRUSTEES' REPORT
YEAR ENDED 31 MARCH 2021**

Financial review

Financial statements

The Balance Sheet and Statement of Financial Activities are set out on pages 5 to 7 of the financial statements.

Result for the year

The Charity's incoming resources decreased to £175,402, compared to £186,314 in 2020. Total resources expended totalled £155,749 (2020 £202,197), which resulted in a surplus of £19,653, compared to a deficit of £15,883 in 2020.

Financial position

The Charity has total funds of £615,243 (2020 £595,590) and these are all unrestricted. The Trustees are satisfied the Charity has adequate liquid resources available.

Reserves policy

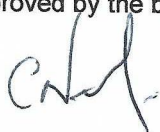
The Trustees aim to keep reserves of a minimum six months expenditure to meet the day-to-day running expenses of the Charity.

Governance and internal control

The Trustees meet regularly to review the affairs of the Charity.

This report was approved by the board on

Mr C J Neil



Trustee

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE NORFOLK ACCIDENT RESCUE SERVICE

We report on the accounts of the Charity for the year ended 31 March 2021 which are set out on page 5 to 11.

Respective responsibilities of trustees and examiner

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

It is our responsibility to:

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

Basis of independent examiner's report

Our 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hines Harvey Woods Limited
Chartered Certified Accountants
Queens Head House
The Street
Acle
Norwich
NR13 3DY

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**THE NORFOLK ACCIDENT RESCUE SERVICE
BALANCE SHEET
AS AT 31 MARCH 2021**

	<u>Notes</u>	2021	2020
FIXED ASSETS			
Intangible	2	2,116	4,231
Tangible	3	<u>516,190</u>	<u>530,875</u>
		518,306	535,106
CURRENT ASSETS			
Debtors and prepayments	4	1,630	1,567
Balances at bank		<u>114,964</u>	<u>61,502</u>
		<u>116,594</u>	<u>63,069</u>
LESS CURRENT LIABILITIES			
Creditors	5	<u>19,657</u>	<u>2,585</u>
NET CURRENT ASSETS		<u>96,937</u>	<u>60,484</u>
NET ASSETS		<u>£615,243</u>	<u>£595,590</u>
UNRESTRICTED FUNDS			
	7		
Balance 1 April 2020		595,590	611,473
Surplus/(deficit) for the year		<u>19,653</u>	<u>(15,883)</u>
		<u>£615,243</u>	<u>£595,590</u>

Approved by the Board of Trustees on 18/01/2022 and signed on its behalf by

Mr C J Neil

Trustee

**THE NORFOLK ACCIDENT RESCUE SERVICE
STATEMENT OF FINANCIAL ACTIVITIES
AS AT 31 MARCH 2021**

Incoming resources from generated funds

			2021	2020
	Unrestricted general fund	Restricted fund	Total funds	Total funds
Voluntary income				
Donations	120,292	-	120,292	137,915
Gift Aid	4,815	-	4,815	2,990
	<u>125,107</u>	<u>-</u>	<u>125,107</u>	<u>140,905</u>
Activities for generating funds				
Lottery income	9,006	-	9,006	9,069
Training	3,621	-	3,621	23,005
Grants	27,277	6,100	33,377	10,000
Room hire	2,150	-	2,150	3,307
	<u>42,054</u>	<u>6,100</u>	<u>48,154</u>	<u>45,381</u>
Investment income	<u>8</u>	<u>-</u>	<u>8</u>	<u>28</u>
Other				
Deferred income	2,133	-	2,133	-
Total incoming resources	<u>169,302</u>	<u>6,100</u>	<u>175,402</u>	<u>186,314</u>

Resources expended

Fundraising				
Fundraising expenses	25,575	-	25,575	48,132
Postage, stationery, admin and computer	1,058	-	1,058	6,328
	<u>26,633</u>	<u>-</u>	<u>26,633</u>	<u>54,460</u>
Costs of charitable activities				
Consumable medical supplies	4,436	900	5,336	3,420
Clothing etc	2,953	-	2,953	1,689
Utilities and rates	4,190	-	4,190	857
Internal training	1,200	-	1,200	10,551
External training	300	2,000	2,300	31,951
Mentor shifts	800	-	800	14,400
Admin staff and other costs	56,297	-	56,297	26,074
Motor running costs	9,822	3,200	13,022	8,047
Property repairs and maintenance	1,920	-	1,920	2,958
Subscriptions and sundries	2,318	-	2,318	-
Event costs	-	-	-	731
Amortisation of website	2,116	-	2,116	3,009
Loss on disposal of fixed assets	-	-	-	1,691
Depreciation of equipment	28,904	-	28,904	34,112
	<u>115,256</u>	<u>6,100</u>	<u>121,356</u>	<u>139,490</u>
Governance costs				
Accountancy	670	-	670	650
Insurance	7,090	-	7,090	7,597
	<u>7,760</u>	<u>-</u>	<u>7,760</u>	<u>8,247</u>
Total resources expended	<u>149,649</u>	<u>6,100</u>	<u>155,749</u>	<u>202,197</u>

**THE NORFOLK ACCIDENT RESCUE SERVICE
STATEMENT OF FINANCIAL ACTIVITIES
AS AT 31 MARCH 2021**

	Unrestricted general fund	Restricted fund	2021 Total funds	2020 Total funds
Net incoming resources for the year	19,653	-	19,653	(15,883)
Total funds brought forward	595,590	-	595,590	611,473
Total funds carried forward	£615,243	-	£615,243	£595,590

**THE NORFOLK ACCIDENT RESCUE SERVICE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of Accounting

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation:

The accounts have been prepared using the historical cost basis in accordance with 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 (FRS 102) issued on 16 July 2014 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The accounts have also been prepared in accordance with Update Bulletin 1 issued in February 2016 for reporting periods beginning on or after 1 January 2016, which has been early adopted as permitted.

The Charity constitutes a public benefit entity as defined by FRS 102.

Reconciliation with previously Generally Accepted Accounting Practice:

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

(b) Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Income

- All income is accounted for on a receivable basis.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

- Charitable activities comprise those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**THE NORFOLK ACCIDENT RESCUE SERVICE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

Accounting policies (continued)

(e) Tangible fixed assets

Fixed assets are initially recorded at cost. Depreciation is provided on the cost of tangible fixed assets, to write down to their estimated residual values over their expected useful lives. The principal annual rates used for the assets are:-

Motor vehicles	25%	reducing balance
Equipment and plant	15%	reducing balance

(f) Intangible fixed assets and amortisation

Amortisation is provided on the cost of intangible fixed assets, to write down their estimated residual values over their expected useful lives. The principal annual rates used for the assets are:-

Website	33%	straight line
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(g) Debtors

Debtors with no stated interest and payable within one year are recorded at transaction price.

(h) Creditors

Creditors with no stated interest and payable within one year are recorded at transaction price.

(i) Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist.

2. Intangible fixed assets

	<u>Website</u>
	<u>£</u>
Cost	
At 1st April 2020	15,968
Additions	<u>-</u>
At 31st March 2021	<u>15,968</u>
Depreciation	
At 1st April 2020	11,736
Charge for year	<u>2,116</u>
At 31st March 2021	<u>13,852</u>
Net book value	
At 31st March 2021	<u>£2,116</u>
At 31st March 2020	<u>£4,231</u>

**THE NORFOLK ACCIDENT RESCUE SERVICE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. Tangible fixed assets

	Property	Property improve- ments	Equipment
	£	£	£
Cost			
At 1st April 2020	355,912	24,212	185,466
Additions	-	-	14,220
Disposals	-	-	-
At 31st March 2021	<u>355,912</u>	<u>24,212</u>	<u>199,686</u>
Depreciation			
At 1st April 2020	-	-	76,294
Charge for year	-	-	18,509
Eliminated on disposal			
At 31st March 2021	<u>-</u>	<u>-</u>	<u>94,803</u>
Net book value			
At 31st March 2021	<u>£355,912</u>	<u>£24,212</u>	<u>£104,883</u>
At 31st March 2020	<u>£355,912</u>	<u>£24,212</u>	<u>£109,172</u>

	Motor vehicles	Total
	£	£
Cost		
At 1st April 2020	86,343	651,933
Additions	-	14,220
Disposals	-	-
At 31st March 2021	<u>86,343</u>	<u>666,153</u>
Depreciation		
At 1st April 2020	44,764	121,058
Charge for year	10,395	28,904
Eliminated on disposal	-	-
At 31st March 2021	<u>55,159</u>	<u>149,962</u>
Net book value		
At 31st March 2021	<u>£31,184</u>	<u>£516,191</u>
At 31st March 2020	<u>£41,579</u>	<u>£530,875</u>

**THE NORFOLK ACCIDENT RESCUE SERVICE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

4.

Debtors

	2021	2020
	£	£
Gift aid	-	1,000
VAT	1,630	567
	<u>£1,630</u>	<u>£1,567</u>

5.

Creditors

	2021	2020
	£	£
Creditors and accruals	7,570	2,585
Deferred income	12,087	-
	<u>£19,657</u>	<u>£2,585</u>

6.

Taxation

The charity is exempt from UK taxation.

7.

Unrestricted funds

The Trustees consider it prudent that the unrestricted funds should be sufficient:

- a) To avoid the necessity of realising fixed assets held for the Charity's use (£535,106)
- b) To cover six months' administration, overhead and support costs (£65,000)

The unrestricted funds are currently within that range.

8.

Related party transactions

A trustee received remuneration of £800 during the year. Another trustee was reimbursed expenses of £243. There were no other transactions with related parties.

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE NORFOLK ACCIDENT RESCUE SERVICE

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Respective responsibilities of trustees and examiner

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Basis of independent examiner's report

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