

PETERBOROUGH VOLUNTEER FIRE BRIGADE

Registered Charity no. 267667

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

Year ended 31 December 2020

PETERBOROUGH VOLUNTEER FIRE BRIGADE

REPORT OF THE TRUSTEES **Year ended 31 December 2020**

Reference and administrative information

Registered charity no. 267667

Address	Fire Station Bourges Boulevard Peterborough PE1 2AF
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The governing document is Rules dated 23 January 1996

Trustees	T De Matteis A Gould M Addinall W Baker J Benton N Cowley	Chief Officer Second Officer (appointed 16 February 2020) Treasurer (appointed 26 May 2020) Treasurer (deceased 26 May 2020) (resigned 16 February 2020) Secretary (appointed 16 February 2020)
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The trustees are elected at each Annual General Meeting

Bank	Barclays Bank plc 1 Church Street Peterborough PE1 1EZ
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Independent Examiner	P J Lawson FCA Stephenson Smart & Co. 36 Tyndall Court Commerce Road Lynchwood Peterborough PE2 6LR
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REPORT OF THE TRUSTEES **Year ended 31 December 2020**

The trustees present their report and financial statements for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

Structure, governance and management

The trustees of the Brigade meet on a regular basis to fulfill their overall responsibility of directing the operational activities of the Brigade, to ensure all Health & Safety matters are complied with, that the Brigade's property is properly maintained and to oversee its financial wellbeing. The Brigade endeavours to fulfill its obligation of 14 firefighters to assist their wholetime and retained colleagues and Cambridgeshire Fire & Rescue Service. The Brigade currently has 9 firefighters.

It is the responsibility of the First and Second Officers to manage the day-to-day operational duties of the Station.

The Trustees of the Charity have given due regard and adhere to the Charity Commission's guidance on public benefit.

Appointment and induction of trustees

New trustees are appointed as required and receive comprehensive induction on the activities of the charity.

Risk management

The Trustees have examined the major business and operational risks which the Brigade faces and confirm that a system is in place to ensure that reviews are carried out regularly and that steps are taken to minimise these risks.

Objectives and activities

The Brigade's objectives and activities are:

- to maintain a fully operational Fire Brigade under contract to Cambridgeshire Fire & Rescue Service;
- to provide fire and rescue services in accordance with the contract with Cambridgeshire Fire and Rescue Service;
- to supplement the service provided by the wholetime and retained firefighters;
- to provide the necessary training and welfare facilities for the members who carry out their duties entirely on a voluntary basis;

REPORT OF THE TRUSTEES (Contd.)

Year ended 31 December 2020

Objectives and activities (contd.)

- to operate and maintain the Fire Station and premises, fire appliances and equipment to a high standard of preparedness for training and operational duties;
- to provide adequate third party and personal accident insurances for the protection of the Brigade and it's membership.

Review of activities

During the year the Brigade exceeded its obligations under the revised contract negotiated with Cambridgeshire Fire & Rescue Service in 2011.

The trustees have been active in ensuring prospective new members are given every opportunity to keep the Brigade up to full strength of 14 firefighters although due to the difficulties experienced in 2020 due to Covid-19 there are currently 9 firefighters.

Financial review and reserves

The Statement of Accounts indicate a satisfactory result, with net incoming resources for the year of £12,742.

The reserves of the Brigade at 31 December 2020 were £473,841 of which £204,059 finances the fixed assets and the balance of £269,782 represents investment funds which are necessary to provide adequate reserves for the payment of future maintenance and repair costs on the Station and premises.

Our volunteers

The charity relies heavily on the voluntary input of our Members. We wish to thank our Members for their loyal support and service, without which the service would not be able to operate.

Future plans

In 2021 the Brigade plans to:

- continue to fulfill its obligations under the contract and to be proactive in ensuring new members are trained and become active firefighters as soon as possible;
- ensure availability is maintained in order to fulfill our duty to the citizens of Peterborough; and
- to raise awareness of the existence and work of the Brigade among the citizens of Peterborough.

Signed on behalf of the trustees



M Addinall
Trustee

Date: 9 March 2021

PETERBOROUGH VOLUNTEER FIRE BRIGADE

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 December 2020

	Notes	General Fund 2020 £	General Fund 2019 £
Income and endowments			
Brigade retaining fee		34,031	33,490
Station rent		13,700	13,700
Donations, sales of souvenirs, etc.		2,440	2,260
Investment income	2	1,287	1,400
Income from social and welfare activities		-	120
Total income		51,458	50,970
Expenditure on Raising funds			
Public relations, social and welfare activities		989	9,405
		989	9,405
Charitable activities			
Station expenses:			
Telephone		602	737
Light and heat		4,740	2,749
Cleaning		3,989	3,084
Rates		3,870	3,844
Repairs and maintenance		4,892	8,172
Vehicle expenses		1,541	4,820
AGM expenses		1,000	1,108
Stationery and postage		14	49
Insurances		7,498	7,870
Uniform replacements, cleaning and altering		29	792
Depreciation of fire station (from designated funds)		5,124	5,124
Depreciation of minibus (from designated funds)		1,969	2,625
Miscellaneous		179	345
Independent examiner's fee		2,280	2,280
		37,727	43,599
Total expenditure		38,716	53,004

PETERBOROUGH VOLUNTEER FIRE BRIGADE

STATEMENT OF FINANCIAL ACTIVITIES (continued) **Year ended 31 December 2020**

	General Fund 2020 £	General Fund 2019 £
Total incoming resources	51,458	50,970
Total resources expended	38,716	53,004
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Net (outgoing)/incoming resources and net movement in funds	12,742	(2,034)
Funds balance at 1 January 2020	461,099	463,133
Funds balance at 31 December 2020	473,841	461,099
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The accompanying notes form part of these accounts



PETERBOROUGH VOLUNTEER FIRE BRIGADE

BALANCE SHEET

As at 31 December 2020

	Notes	£	2020 £	£	2019 £
FIXED ASSETS	3				
Fire Station			198,153		203,277
Minibus			5,906		7,875
			<u>204,059</u>		<u>211,152</u>
CURRENT ASSETS					
Debtors and prepayments	4	2,522		3,206	
Bank balances	5	268,014		263,195	
		<u>270,536</u>		<u>266,401</u>	
CURRENT LIABILITIES					
Creditors and accruals	6	754		16,454	
NET CURRENT ASSETS			<u>269,782</u>	<u>249,947</u>	
NET ASSETS			<u>473,841</u>	<u>461,099</u>	
FUNDS					
UNRESTRICTED FUNDS					
General Purposes Fund			269,782		249,947
Designated Fund (Fire Station and Minibus)			204,059		211,152
			<u>473,841</u>		<u>461,099</u>

The financial statements were approved by the trustees on 9 March 2021 and signed on their behalf by:

	T De Matteis	Chief Officer
	M Addinall	Treasurer

The accompanying notes form part of these accounts

NOTES TO THE ACCOUNTS
Year ended 31 December 2020

1 Accounting Policies

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Charities Act 2011 and UK Generally Accepted Practice.

The charity does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with sufficient accuracy.

Resources expended

Expenditure is accounted for on an accruals basis.

NOTES TO THE ACCOUNTS
Year ended 31 December 2020

1 Accounting Policies (contd.)

Depreciation

Depreciation is provided on the Fire Station on a straight line basis to write off over its expected useful life of 60 years.

Depreciation is provided on the Minibus at a rate of 25% on a reducing balance basis so as to write it off over its estimated useful life.

Funds

The designated fund represents the reserves of the Brigade invested in the premises and other fixed assets. The general purposes fund represents the balance of reserves.

All funds are unrestricted.

Donated services and facilities

In accordance with the Charities SORP (FRS 102), the general volunteer time of the Members is not recognised.

NOTES TO THE ACCOUNTS (continued)
Year ended 31 December 2020

2 Investment Income

	2020	2019
	£	£
National Savings Bank interest	1,268	1,352
Business Premium Accounts	19	48
	<u>1,287</u>	<u>1,400</u>

3 FIXED ASSETS

Used by the charity

	Fire Station	Minibus	Total
	£	£	£
Cost			
At 1 January 2020	289,632	14,000	303,632
Additions	-	-	-
Disposals	-	-	-
At 31 December 2020	<u>289,632</u>	<u>14,000</u>	<u>303,632</u>
Depreciation			
At 1 January 2020	86,355	6,125	92,480
Charge for year	5,124	1,969	7,093
Disposals	-	-	-
At 31 December 2020	<u>91,479</u>	<u>8,094</u>	<u>99,573</u>
Net book value			
At 31 December 2020	<u>198,153</u>	<u>5,906</u>	<u>204,059</u>
At 1 January 2020	<u>203,277</u>	<u>7,875</u>	<u>211,152</u>

NOTES TO THE ACCOUNTS (continued)
Year ended 31 December 2020

4 Debtors and prepayments	2020 £	2019 £
Prepayments	2,522	3,206
	<u>2,522</u>	<u>3,206</u>

5. Bank Balances	2020 £	2019 £
National Savings Bank - Income Bond	50,000	50,000
- Investment Account	99,303	98,035
Barclays Bank - Current accounts	94,369	90,837
- Business Premium accounts	24,342	24,323
	<u>268,014</u>	<u>263,195</u>

6 Creditors	2020 £	2019 £
Retaining fee received in advance	-	11,853
Other creditors and accruals	754	4,601
	<u>754</u>	<u>16,454</u>

7 Staff costs

There were no staff costs in the year (2019: £Nil).

8 Trustee Expenses and Remuneration

No expenses were paid or reimbursed to Trustees in the year (2019: £Nil). No remuneration is paid to any of the Trustees or Members of the Brigade.

9 Related Party Transactions

There were no related party transactions during the year (2019: £Nil).

10 Independent Examiner's Remuneration

The independent examiner's remuneration constituted a fee of £2,280 (2019: £2,280).

Independent Examiner's Report to the Trustees of Peterborough Volunteer Fire Brigade

I report to the charity trustees on my examination of the accounts of the Brigade for the year ended 31 December 2020, which are set out on pages 4 to 10.

Responsibilities and basis of report

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 charity's accounts carried out under section 145 of the 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.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



P J Lawson FCA
Chartered Accountant

Stephenson Smart & Co
36 Tyndall Court
Commerce Road
Lynchwood
Peterborough
PE2 6LR

1 April 2021