



Trustees' Annual Report for Lothian 4x4 Response

For the year ended 31st March 2025

The trustees have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31st March 2025.

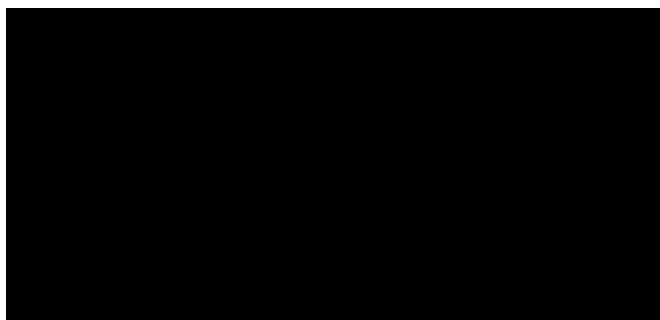
Reference and Administrative Information

Charity Name: Lothian 4x4 Response

Charity Number: SC041830

Address: 35 Wilson Avenue, Dalkeith, Midlothian EH22 .

Current Trustees: Trustees throughout the period were, note that we changed the date of our AGM from May to October.



Structure, Governance and Management

Constitution – throughout this period the charity was a SCIO governed by its constitution which was adopted on 4th May 2016, having been granted SCIO status by OSCR on 24th March 2016. Charitable status of the original, unincorporated association charity, Lothian 4x4 Response, dates from 14th October 2010.

Appointment of Trustees - the trustees normally meet on a monthly basis. All members of Lothian 4x4 Response are eligible to be elected as trustees. Under the constitution there must be no less than four and no more than eight trustees. For this reporting period the trustees were elected at the Annual General Meeting in May 2023 which was held in-person. An AGM was held in November 2023 but did not result in any changes to Trustees and future years the AGM will be held in Autumn, leaving the May meeting night for other activities.

Management - the trustees are responsible for the strategic direction and governance of Lothian 4x4 Response. The management committee is responsible for the day-to-day running of the team. There are no paid members of staff.

The trustees are particularly aware of their responsibilities for Health and Safety. The team has public liability, personal accident and equipment insurance. All active members of Lothian 4x4 Response are members of the Protection of Vulnerable Groups (PVG) Scheme.

Charitable Purposes - to promote the welfare, relieve the needs, protect and preserve the health of those in the community who are isolated during periods of adverse weather conditions, environmental hazard and local emergencies, or as required.

Activities - the charity's activities are primarily concerned with raising skill and expertise levels within the team so that members are competent to perform their Responder role with Lothian 4x4 Response with safety and professionalism.



Activities also include building working relationships with the User Services so that, when the need arises, they and the team are able to work together effectively.

Achievement and Performance

Lothian 4x4 Response has Memoranda of Understanding with a number of key organisations and is increasingly playing a part in strategic emergency planning for the Forth Valley and Lothian & Borders areas.

The team have supported numerous external events during the reporting year, the majority of these came with a financial contribution to the group as well as reimbursement of volunteer expenses. We were also able to attend other events for fundraising (tombola etc) or to promote the group to prospective volunteers.

Financial Review

Our overall financial position for the reporting period was a surplus of £3,226.58.

Total income was £10,308.24, expenses £7,081.66.

Significant income came from event support £6,120.74 and fundraising £1,453.85

Main expenditure was on an ID card printer and consumables at £1,345.14 and digital radio sim renewals at £569.05.

There were no restricted funds received or spent in the reporting period.

Reserves Policy

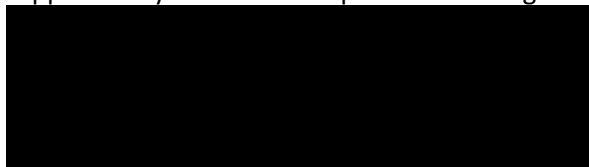
The trustees' policy is to maintain reserves at a level to allow for running costs if the team is mobilised, enabling Responders to be reimbursed for fuel costs in a timely manner and in anticipation of delays in Lothian 4x4 Response being reimbursed by the relevant User Services.

As we are registered as suppliers to our main User Services and furnish them with invoices for recovery of our costs resulting in reducing delays in reimbursement payments, it was felt that we could continue to hold the reserves at the present level of £3290.

Plans for Future Periods

The trustees' plan is to ensure that the charity continues to provide and develop the services it provides to support the User Services in the geographical areas it covers, and to provide activities and training for its members in order to do this in a safe and professional manner.

Approved by the trustees April 2025 and signed on their behalf by:



Lothian 4x4 Response
Treasurer's Report for 2024/25

The accounts for 2024–2025 remain healthy, with the main account showing a balance of £26,612.38, representing a surplus of £3,226.58. The secondary account retains a balance of £3,290.00 for contingencies.

This positive position reflects a busy year with numerous callouts, events, and fundraising activities. Our largest fundraising event was the Yomp, which generated £3,546.84 in income.

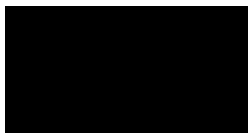
In addition to regular expenditures for insurance, ARM, and member expenses, we also made several key investments this year, including:

- An ID printer and cards – £1,345.14
- A set of digital radios – £569.05

Our reserve policy is to maintain funds at a level sufficient to cover running costs in the event of mobilisation, ensuring responders can be reimbursed for fuel expenses promptly, even if reimbursement from User Services is delayed. The current reserve balance is £3,290.00. An additional £30.00 will be transferred to the main account in April 2025.

Looking ahead, our plan is to ensure the charity continues to provide and develop services that support our User Services across the areas we cover. We will also continue to deliver activities and training opportunities for our 4x4 team members to ensure all operations are conducted safely and professionally.

Investments in both training and PPE equipment for members will be a key priority in the coming year.



Main Account

| | | |
|-------------|-------------------------|------------------|
| | Balance 1st April 2024 | 23,385.80 |
| | Balance 31st March 2025 | 26,612.38 |
| Incoming | Membership | 921.00 |
| | Fundraising | 1,453.85 |
| | Event Support | 6,120.74 |
| | Callout Fees | 1,221.00 |
| | Other | 41.65 |
| | Donations | 550.00 |
| | Total | 10,308.24 |
| Expenses | Training | 50.39 |
| | Events | 1,870.93 |
| | Equipment | 237.57 |
| | Expenses | 19.80 |
| Expenditure | Training | 217.50 |
| | Tech | 2,125.06 |
| | Equipment | 1,315.91 |
| | Event | 13.00 |
| | Fundraising | 126.00 |
| | Governance | 50.00 |
| | Insurance | 505.60 |
| | Expenses | 549.90 |
| | Total | 7,081.66 |
| | Surplus | 3,226.58 |

Second Account

| | | |
|--------|-------------------------|----------|
| | Balance 1st April 2024 | 3,260.00 |
| | Balance 31st March 2025 | 3,290.00 |
| Income | Membership | 30.00 |

Enter charity name below

Enter SC No. below

Lothian 4 x 4 Response (SCIO)

SC041830



Receipts and payments accounts

| For the period from | Period start date | | | to | Period end date | | |
|---------------------|-------------------|-------|------|----|-----------------|-------|------|
| | Day | Month | Year | | Day | Month | Year |
| | 01 | April | 2024 | | 31 | March | 2025 |

Section A Statement of receipts and payments

| | Unrestricted to nearest £ | Restricted to nearest £ | Expendable to nearest £ | Permanent to nearest £ | Total funds to nearest £ | Total funds last to nearest £ |
|--|------------------------------|----------------------------|----------------------------|---------------------------|-----------------------------|----------------------------------|
| A1 Receipts | | | | | | |
| Donations | 1,532 | | | | 1,532 | 1,225 |
| Legacies | | | | | - | |
| Grants | | | | | - | |
| Receipts from fundraising activities | 1,454 | | | | 1,454 | 976 |
| Gross trading receipts | 42 | | | | 42 | 42 |
| Income from investments other than | | | | | - | |
| Rents from land & buildings | | | | | - | |
| Gross receipts from other charitable | 7,342 | | | | 7,342 | 7,468 |
| | | | | | - | |
| A1 Sub total | 10,370 | - | - | - | 10,370 | 9,711 |
| A2 Receipts from asset & | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| A2 Sub total | - | - | - | - | - | - |
| Total receipts | 10,370 | - | - | - | 10,370 | 9,711 |
| A3 Payments | | | | | | |
| Expenses for fundraising activities | 139 | | | | 139 | 409 |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable | 5,176 | | | | 5,176 | 13,567 |
| Grants and donations | | | | | - | |
| Governance costs: | 556 | | | | 556 | 428 |
| Audit / independent examination | | | | | - | 50 |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| Other | | | | | - | |
| | | | | | - | |
| A3 Sub total | 5,871 | - | - | - | 5,871 | 14,454 |
| A4 Payments relating to asset and | | | | | | |
| Purchases of fixed assets | 1,211 | | | | 1,211 | 1,773 |
| Purchase of investments | | | | | - | |
| A4 Sub total | 1,211 | - | - | - | 1,211 | 1,773 |
| Total payments | 7,082 | - | - | - | 7,082 | 16,227 |
| Net receipts / (payments) | 3,288 | - | - | - | 3,288 | (6,516) |
| A5 Transfers to / (from) funds | | | | | | |
| | | | | | - | |
| Surplus / (deficit) for year | 3,288 | - | - | - | 3,288 | (6,516) |

Lothian 4 x 4 Response (SCIO)

Section B Statement of balances

| Categories | Details | Unrestricted funds to nearest £ |
|----------------------|--|------------------------------------|
| B1 Cash funds | Cash and bank balances at start of year | 26,616 |
| | Surplus / (deficit) shown on receipts and payments account | 3,288 |
| | | |
| | | |
| | Cash and bank balances at end of year | 29,904 |
| | (Agree balances with receipts and payments account(s)) | 1 |

| Details |
|-----------------------|
| B2 Investments |
| none |
| |
| |
| |
| |

| Details |
|------------------------|
| B3 Other assets |
| none |
| |
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| |
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| |
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| |

| Details |
|-----------------------|
| B4 Liabilities |
| none |
| |
| |

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| |

Details

B5 Contingent liabilities

| |
|------|
| none |
| |
| |

Signed by one or two trustees
on behalf of all the trustees

Signature

| |
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| |
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| Restricted funds | Expendable endowment funds | Permanent endowment funds | Total current period | Total last period |
|------------------|----------------------------|---------------------------|----------------------|-------------------|
| to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ |
| | | | 26,616 | 33,133 |
| | | | 3,288 | (6,517) |
| | | | - | |
| | | | - | |
| - | - | - | 29,904 | 26,616 |
| - | - | - | 1 | 1 |

| Fund to which asset belongs | Market valuation | Last year |
|-----------------------------|------------------|--------------|
| | to nearest £ | to nearest £ |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | - | - |

| Fund to which asset belongs | Cost (if available) | Current value (if available) | Last year |
|-----------------------------|---------------------|------------------------------|--------------|
| | to nearest £ | to nearest £ | to nearest £ |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total | - | - | - |

| Fund to which liability relates | Amount due | Last year |
|---------------------------------|--------------|--------------|
| | to nearest £ | to nearest £ |
| | | |
| | | |
| | | |

| | | |
|--------------|---|---|
| | | |
| | | |
| Total | - | - |

| Fund to which liability relates | Amount due to nearest £ | Last year to nearest £ |
|--|--------------------------------|-------------------------------|
| | | |
| | | |
| | | |
| Total | - | - |

| Print Name | Date of approval |
|-------------------|-------------------------|
| | |
| | |

Lothian 4 x 4 Response (SCIO)

Section C Notes to the Accounts

C1 Nature and purpose of funds *(may be stated on analysis of funds worksheets)*

To provide logistical support (primarily transport, communications and conti Category 1 Responders) to deepen their resilience by support of their conti when adverse conditions would disrupt delivery and damage communities.

C2 Grants

| Type of activity or project supported | Individual / institution |
|---------------------------------------|--------------------------|
| none | |
| | |
| | |
| | |
| | |

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or pers a trustee cross this box (otherwise complete section 3b)

C3b Trustee remuneration - details

| Authority under which paid |
|----------------------------|
| |
| |
| |
| |
| |

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross (otherwise complete section 4b)

C4b Trustee expenses - details

| |
|--|
| Reimbursement of fuel costs for event support |
| Reimbursement of fuel costs for call out deployments |
| Equipment reimbursements costs |
| Training provision costs reimbursements |
| |

C5 Transactions with trustees and connected persons**Nature of relationship**

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Nature of transaction

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C6 Other information

Trustees have received reimbursement of fuel costs when undertaking activities for Lothian 4x4 Response, representing the charity at external meetings or pay

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rol) to Service Users (typically
nuing services to communities

**Number of grants
made** **£**

| | |
|--------------|----------|
| | |
| | |
| | |
| | |
| | |
| Total | - |

son connected to

x

£

| | |
|--|--|
| | |
| | |
| | |
| | |
| | |

s this box

**Number of
trustees** **£**

| | |
|----------|------------|
| 5 | 587 |
| 1 | 111 |
| 1 | 13 |
| 1 | 150 |
| | |

| Transaction | Balance |
|-------------|---------|
| | |
| | |
| | |
| | |
| | |

activities as a normal responder of
ring for equipment or rental costs.

Lothian 4 x 4 Response (SCIO)

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|-----------------------------|------------------------------------|----------------------------------|--|---|--------------------------------------|-----------------------------------|
| Members subscriptions | 981 | | | | 981 | 1,180 |
| Bank of Scotland Foundation | 500 | | | | 500 | |
| Others | 50 | | | | 50 | 46 |
| | | | | | - | |
| Total | 1,531 | - | - | - | 1,531 | 1,226 |
| | reference | - | - | - | reference | reference |

2 Grants

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | | Total current period to nearest £ | Total last period to nearest £ |
|--------------|------------------------------------|----------------------------------|--|--------------------------------------|-----------------------------------|
| none | | | | - | |
| | | | | - | |
| | | | | - | |
| | | | | - | |
| Total | - | - | | - | - |
| | - | - | | - | - |

3 Gross receipts from other charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|------------------------|------------------------------------|----------------------------------|--|---|--------------------------------------|-----------------------------------|
| Event Support | 6,121 | | | | 6,121 | 7,468 |
| Deployment on Call out | 1,221 | | | | 1,221 | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| Total | 7,342 | - | - | - | 7,342 | 7,468 |
| | - | - | - | - | - | - |

4 Payments relating directly to charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|---|------------------------------------|----------------------------------|--|---|--------------------------------------|-----------------------------------|
| Fuel Reimbursements - event support | 1,871 | | | | 1,871 | 2,582 |
| Fuel Reimbursement - deployments | 550 | | | | 550 | |
| Technology (Web Hosting, Membership DB) | 914 | | | | 914 | 900 |
| Equipment | 1,553 | | | | 1,553 | 2,480 |
| Training | 268 | | | | 268 | 7,419 |
| Other payments related to charitable events | 20 | | | | 20 | 186 |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| Total | 5,176 | - | - | - | 5,176 | 13,567 |
| | - | - | - | - | - | - |

SC041830

Additional analysis (2)

5 Breakdown of unrestricted funds

| | Unrestricted fund 1 - enter name of fund below | Unrestricted fund 2 - enter name of fund below | Unrestricted fund 3 - enter name of fund below | Unrestricted fund 4 - enter name of fund below | Total unrestricted funds | Total unrestricted funds last period |
|--|---|---|---|---|--------------------------------|--|
| Receipts | | | | | | |
| Donations | 1,531 | | | | 1,531 | 1,225 |
| Legacies | | | | | - | |
| Grants | | | | | - | |
| Receipts from fundraising activities | 1,454 | | | | 1,454 | 976 |
| Gross trading receipts | 42 | | | | 42 | 42 |
| Income from investments other than land and buildings | | | | | - | |
| Rents from land & buildings | | | | | - | |
| Gross receipts from other charitable activities | 7,342 | | | | 7,342 | 7,468 |
| Sub total | 10,369 | - | - | - | 10,369 | 9,711 |
| cross ref error | | | | | | |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total receipts | 10,369 | - | - | - | 10,369 | 9,711 |
| cross ref error | | | | | | |
| Payments | | | | | | |
| Expenses for fundraising activities | 139 | | | | 139 | 409 |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | 5,176 | | | | 5,176 | 13,567 |
| Grants and donations | | | | | - | |
| Governance costs: | 556 | | | | 556 | 428 |
| Audit / independent examination | | | | | - | 50 |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| | | | | | - | |
| Sub total | 5,871 | - | - | - | 5,871 | 14,454 |
| - | | | | | | |
| Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | 1,211 | | | | 1,211 | 1,773 |
| Purchase of investments | | | | | - | |
| Sub total | 1,211 | - | - | - | 1,211 | 1,773 |
| Total payments | 7,082 | - | - | - | 7,082 | 16,227 |
| Net receipts / (payments) | 3,287 | - | - | - | 3,287 | (6,516) |
| Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | 3,287 | - | - | - | 3,287 | (6,516) |
| cross ref error | | | | | | |
| Nature and purpose of funds | | | | | | |

ed call out and continue to do so over a number of weeks until the user service could make their contributions back to the group. This is also the model used for the external e

Lothian 4 x 4 Response (SCIO)

SC041830

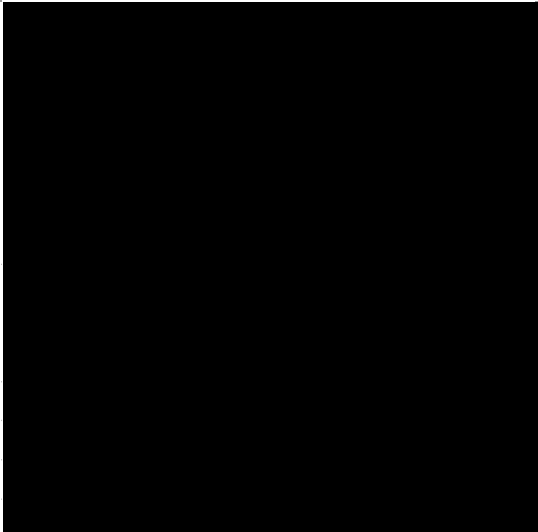
Additional analysis (3)

6 Breakdown of restricted funds

| | Restricted fund 1 - enter name of fund below | Restricted fund 2 - enter name of fund below | Restricted fund 3 - enter name of fund below | Restricted fund 4 - enter name of fund below | Total restricted funds | Total restricted funds last period |
|---|--|--|--|--|---------------------------|--|
| Receipts | | | | | | |
| Donations | | | | | - | |
| Legacies | | | | | - | |
| Grants | | | | | - | |
| Receipts from fundraising activities | | | | | - | |
| Gross trading receipts | | | | | - | |
| Income from investments other than land and buildings | | | | | - | |
| Rents from land & buildings | | | | | - | |
| Gross receipts from other charitable activities | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total receipts | - | - | - | - | - | - |
| Payments | | | | | | |
| Expenses for fundraising activities | | | | | - | |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | | | | | - | |
| Grants and donations | | | | | - | |
| Governance costs: | | | | | - | |
| Audit / independent examination | | | | | - | |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Payments relating to asset and investment | | | | | | |
| Purchases of fixed assets | | | | | - | |
| Purchase of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total payments | - | - | - | - | - | - |
| Net receipts / (payments) | - | - | - | - | - | - |
| Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | - | - | - | - | - | - |

Nature and purpose of funds

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| | | Independent examiner's report on the accounts v2 | | | | | |
|--|--|---|-------|-------|------------|-----------------|---|
| Report to the trustees/members of | | LOTHIAN 4X4 RESPONSE (SCIO) | | | | | |
| Registered charity number | | SC041830 | | | | | |
| On the accounts of the charity for the period | | Period start date | | | | Period end date | |
| | | Day | Month | Year | | Day | Month |
| | | 01 | 04 | 2024 | to | 31 | 03 2025 |
| Set out on pages | | 1 TO 9 | | | | | (remember to include the page numbers of additional sheets) |
| Respective responsibilities of trustees and examiner | | <p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p> | | | | | |
| Basis of independent examiner's statement | | <p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks 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 view given by the accounts.</p> | | | | | |
| Independent examiner's statement | | <p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. | | | | | |
| Signed: | |  | | Date: | 19/12/2025 | | |
| Name: | | | | | | | |
| Relevant professional qualification(s) or body (if any): | | | | | | | |
| Address: | | | | | | | |
| | | | | | | | |

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose

