



The London Ambulance Service Benevolent Fund

Date: 18th January 2023

Time: 09:00 – 11:00

Annual General Meeting – AGENDA

Attendees.

Andrew Hall (AH)
Tina Vince (TV)
Jackie Phipps (JP)
Christine Tanner (CT)
Kay Robson (KR)
Sarah Clark (SC)
Jason Clelland (JC)

Apologises

Debbie Richmond
Nathan Adams

• **Welcome**

AH opened the AGM at 09:05 and welcomed every one and apologised for the delay and explained the reasons why was because we can't have an AGM until the accounts are done – these took time to get our side of the finances done and then we changed accountants.

AH then remind everyone of the purpose of the Fund. That it is run by the members for the members, and is there to support its members during times of hardship,

• **Chairman and Executive Committee membership for 2021/2022**

AH mentioned that he moved this up the agenda due so we can formally elect the new committee members to the committee. Nathan, Sarah and Jason at the start of last year (2022) were asked to join and were given a probationary period, Ah was please to say that they all passed their probationary period and so they are now able to be elected to the Executive Committee.

AH explained that all Committee members need to be nominated and seconded and so AH nominated them to join the committee,

	Nominated by	Seconded by
Nathan Adams	AH	CT
Sarah Clark	AH	CT
Jason Clelland	AH	TV

- Action AH to send a formal form to these 3 for them to read and sign agreeing to be committee members





AH also advised that the 3 year term of Kay and Debbie was up and so we need to re-elect them on to the committee.

	Nominated by	Seconded by
Kay Robson	TV	AH
Debbie Richmond	JP	TV

AH said that we have always struggled to get a committee member in the north east area, to help promote the fund but he thinks he has found a person, just before Christmas the fund was able to help a member of the fund who is currently based at Brentside but also an IRO. They were extremely grateful and mention if there was any way they could help to ask. They seem very pro the fund and said that there are numerous people that do not know about the fund. AH asked if there were any objections to him approaching them and asking them to join the committee?

TV was happy for AH to approach them but stress that they shouldn't feel obliged to join if they felt it would add too much pressure and stress to their already stressful life

- Action AH to contact the member and ask them

AH then reminded the committee members of the sad passing away over the last year of 2 previous committee members, Lesley Long and Frank Jacobson.

- **Minutes from last meeting held on 17th November 2021**

AH reminded everyone that he had sent out the minutes from the last AGM to everyone and checked that they had received them AH advised that he had sent them out at the time and that there were no issues with them then. All Committee members were happy with the minutes.

- **Outstanding Action: from 2021 AGM minutes**

AH then went through the actions from the minutes

- Action:- AH to publish the 2020 AGM minutes AH confirmed this was done
- Action:- CT offered to look through the constitution and the bylaws and update where needed CT not had time so we carried this over
- Action:- CT to check when she goes down beginning of December Blinds in Bedroom this was looked at but not fixed still look (curtains at too long?)
- Action:- CT to check when she goes down beginning of December (mirrored wardrobe door) CT checked and this was fine
- Action:- AH to update the website Still ongoing needs to constantly update it
- Action:- KR to re-contact admin with a new poster advertising the fund waiting for a new poster
- Action:- AH will try again to get hold of a business manager at natwest Still trying
- Action:- CT agreed to look into whether there is any legal notification that we need to do to change the wording and also CT agreed to look at the bye laws & constitution to bring them up to date. if anything needs discussing a meeting will be held. CT not had time so we carried this over
- Action:- AH to contact (LEAP) after a poster is created waiting for the poster



- **Action:-** AH to create a poster, and KR to send it out to all stations, education schools, Sarah Clark agreed to update the poster, AH to send it to her with all committee member on it
- **Action:-** CT to put a message in the RIB This was done
- **Action:-** AH to look into an accountant to ask what we need to do legally? This was completed
- **Action:-** KR to look at some dates to go down to lodge. Still needs to supply some dates
- **Action:-** DR to Email out the leaflet to all Clinical team leaders and also add in to staff trays at the stations that she visits. DR not at meeting unable to check

- **Chairman's Annual Report,** (see appendix 1)

AH said Hopefully you all have received and read the chairman's report, this is something I am bound to write each year but can only be written once I have received the accounts. My predecessor used to say that each year he struggled to write different things in the report and I can agree to this.

So the same things have come up again this year that AH highlight to the committee

- Staff are struggling, with moral low,
- Membership is on the decline
- Loans are low
- Retirements are high
- Lodge is well used but can be better utilised
- Could do with a few more committee members
- Promote the fund

There were no questions about the report

- **Financial Administrator's Annual report and Financial Analysis.**

AH advised that we have changed accountants this year and so the report looks slightly different this year.

Accountants -

AH advised the committee that he had been unimpressed with the support and results and report of the accounts from our previous accountants they seemed to just reproduce the info that he sent them send them without any checks. So we have changed the accountants this year. AH advised that during the year in conversation with KR she mentioned that her Partner is self-employed and uses an accountant. AH had a conversation with KR's partner that resulted in him speaking with the accountant. And agreeing to them doing the accounts this year. They seem to have been more financially diligent, they have done checks on all committee members and checked with what we actually need to produce. The result is what we received and they charged less than the previous firm.

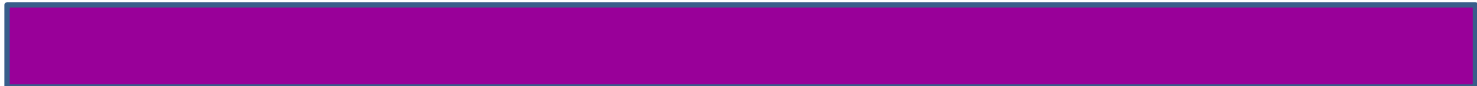


AH was a lot happier with the accounts and service we received this year and will use them again next year.

In terms of the accounts AH drew the attention of the committee to accounts report (see appendix 2)

Page 2	gives us our income for the year 2021-22 a profit of £1318
Page 3	gives us our overall financial outlook of £626,722
Page 5	value of the lodge
	Loans
Page 7	income
Page 8	Out goings

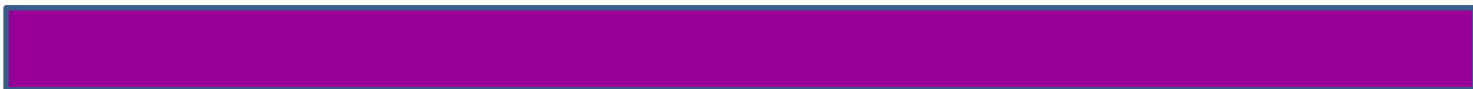
AH also represented the finances in graph form as he had done in the previous year and presented this via power point.





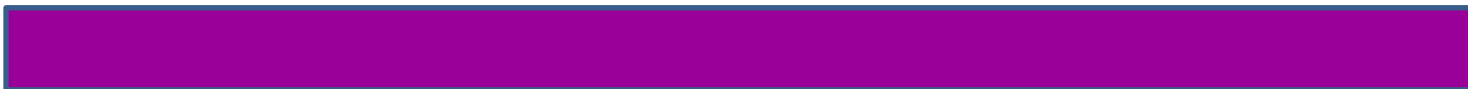
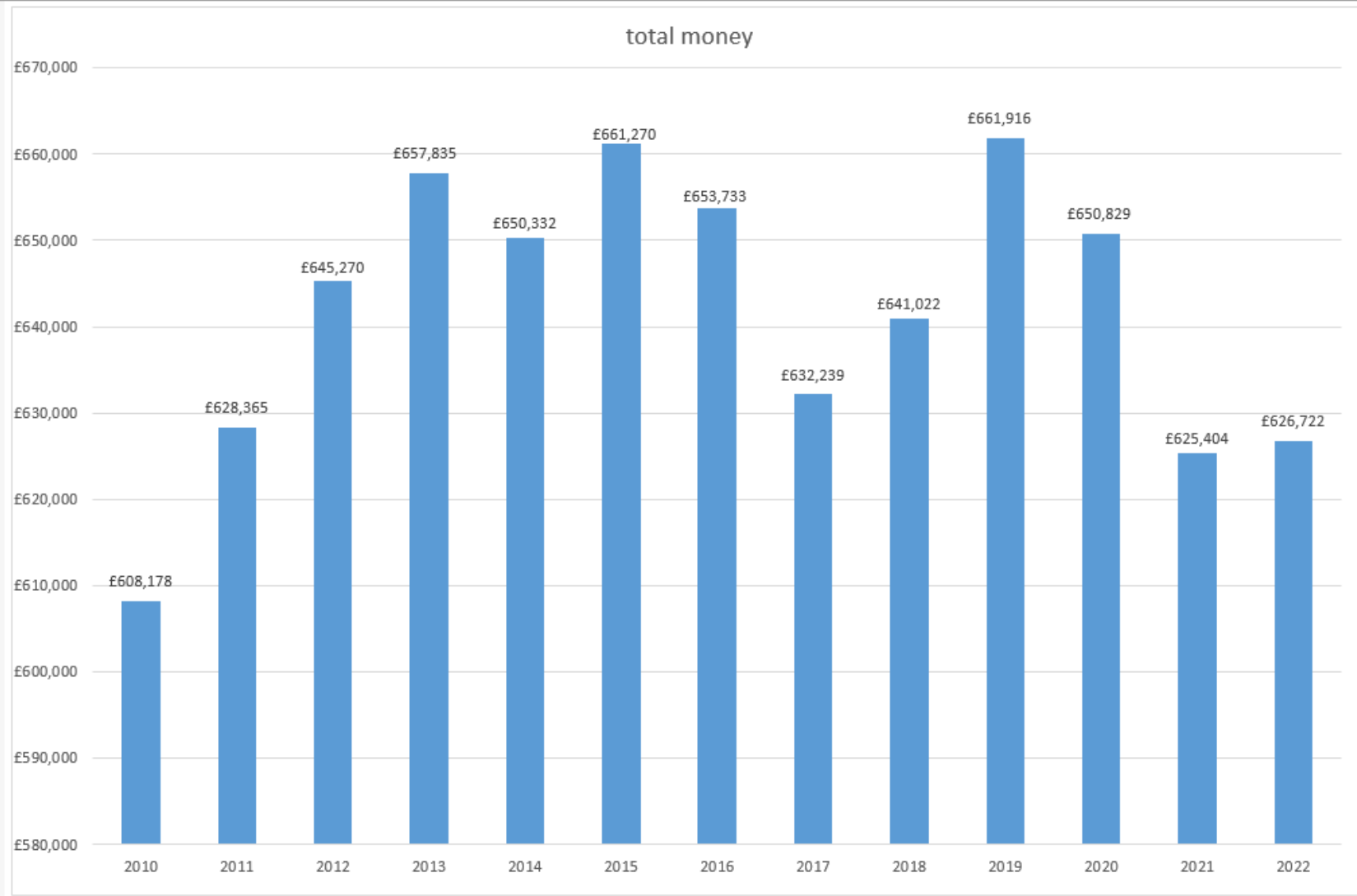
Slide 1 Table of finances

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
loans	£76,208	£78,706	£57,506	£49,177	£41,321	£28,150	£20,599	£21,389	£17,996	£16,200	£13,393	£12,806	£10,310
Subscriptions	£98,262	£107,909	£113,861	£108,955	£103,838	£97,853	£92,763	£89,658	£85,981	£84,844	£81,535	£78,526	£75,185
Total income	£102,616	£108,933	£118,443	£113,657	£105,129	£102,455	£93,786	£90,409	£87,572	£86,585	£82,666	£82,169	£75,641
Retirements	£28,125	£26,700	£29,250	£40,825	£46,950	£42,325	£38,400	£21,450	£23,750	£22,925	£22,650	£29,475	£33,150
Deaths	£8,000	£24,000	£24,000	£16,000	£24,000	£16,000	£50,900	£24,000	£19,100	£8,000	£40,000	£48,000	£8,500
DP43	£9,554	£11,105	£11,495	£12,346	£13,346	£11,174	£13,918	£11,966	£16,220	£13,396	£13,621	£10,459	£11,799
Total expenses	£76,540	£88,661	£101,439	£101,001	£111,928	£91,987	£101,176	£111,812	£78,665	£65,433	£93,800	£107,803	£74,118
total money	£608,178	£628,365	£645,270	£657,835	£650,332	£661,270	£653,733	£632,239	£641,022	£661,916	£650,829	£625,404	£626,722





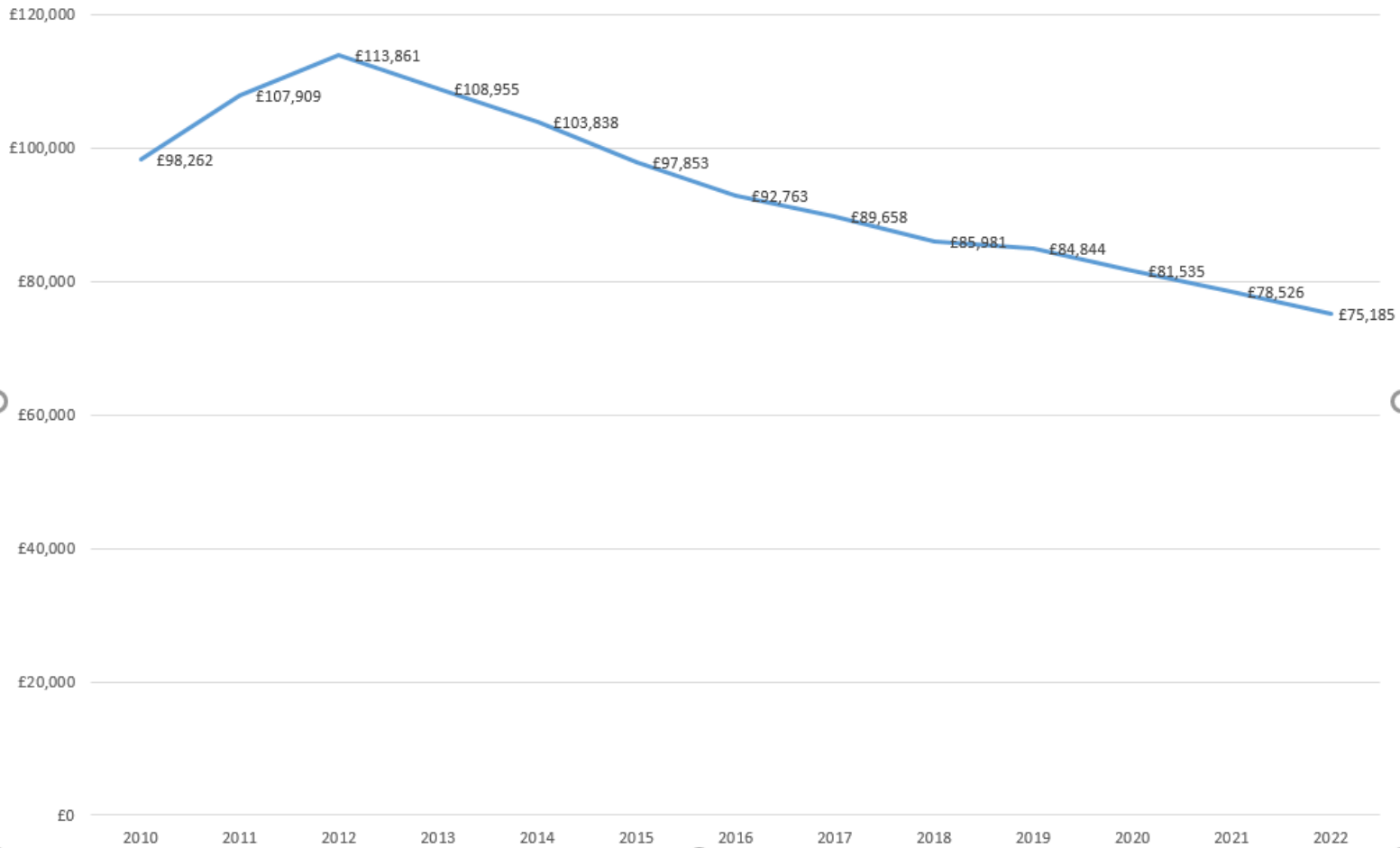
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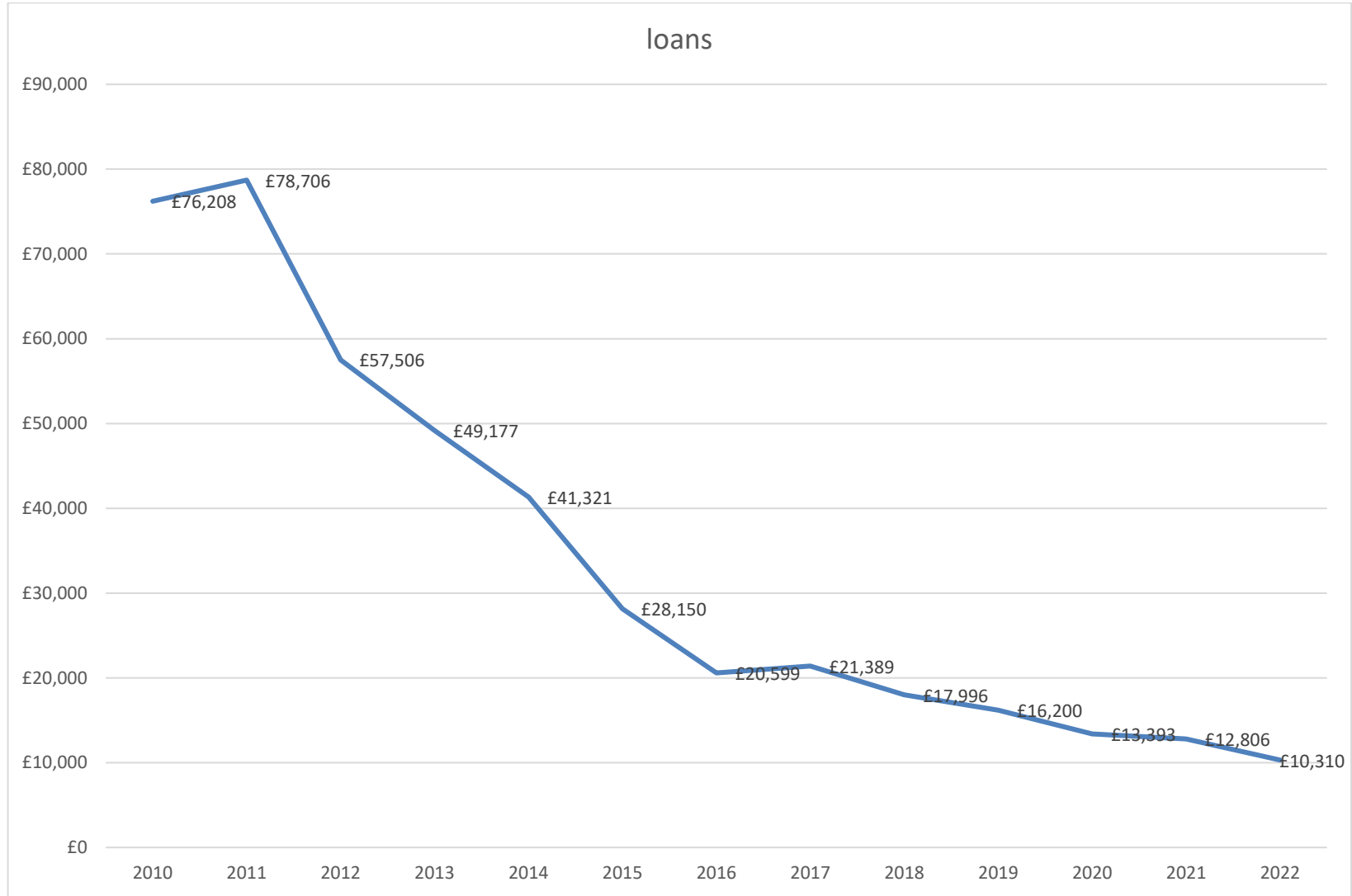
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Subscriptions





Slide 4





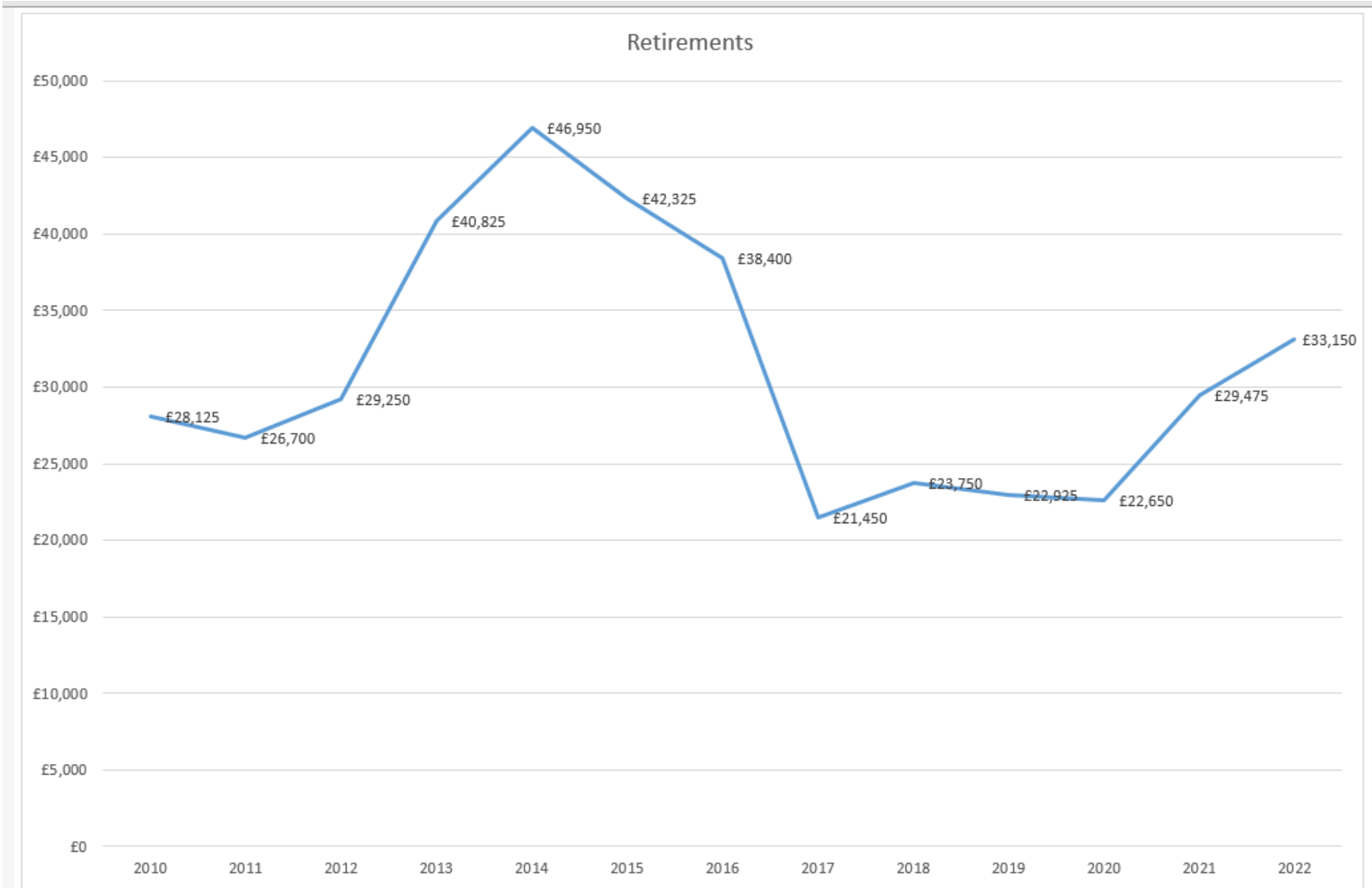
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Deaths



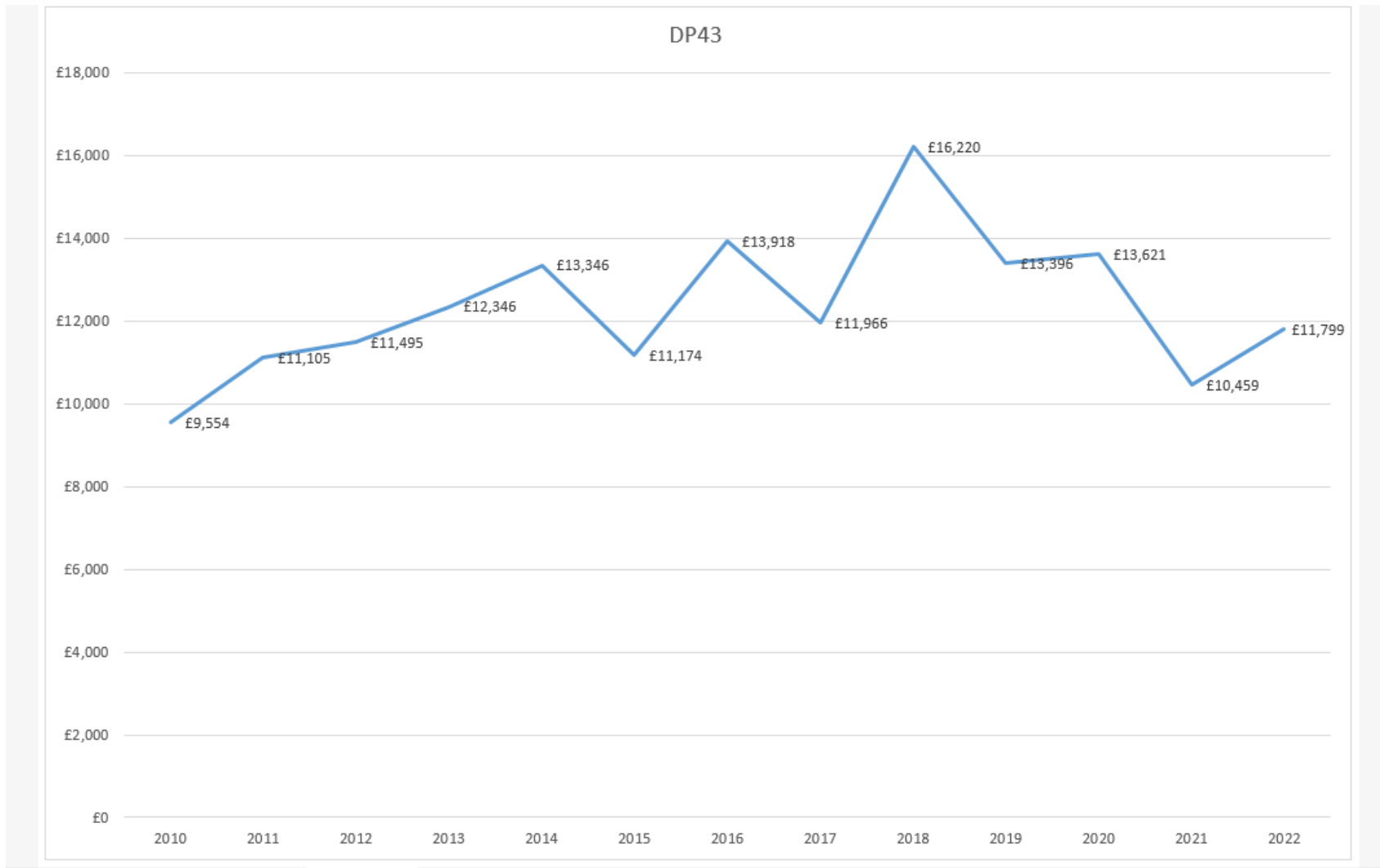


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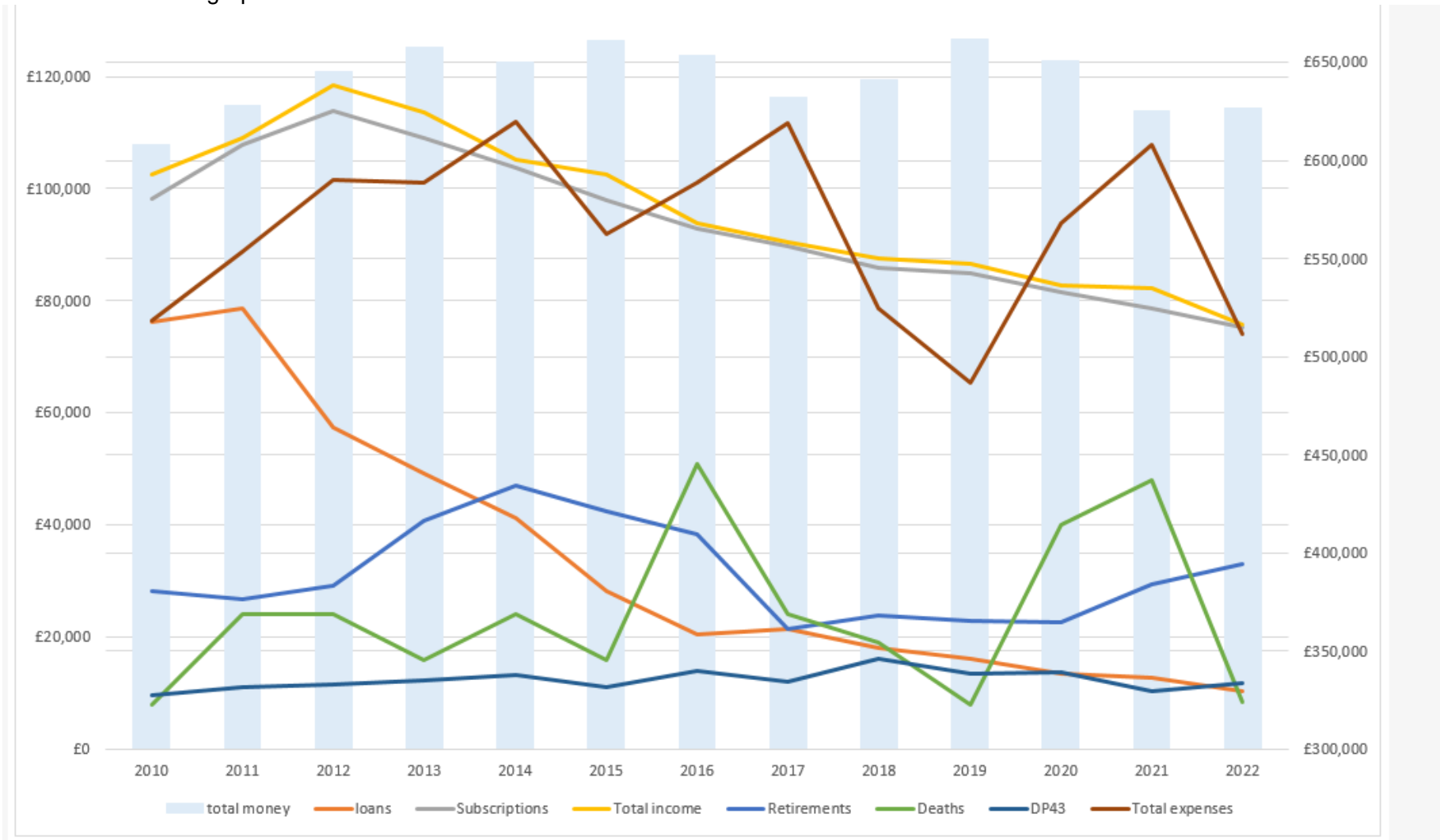


Slide 7





Slide 8 – combined graph





➤ **Loans –**

In view of a number of requests in the past year AH asks whether there should be a maximum amount we should loan out? Or should there be a maximum Repayment time? It was decided that we should treat each request on their own and not put a maximum on either.

We must of course always remember when considering a loan.

Is this a sudden unexpected hardship?

Will the loan amount help their sudden hardship or continue to keep them in that hardship.

Can they afford the repayment suggested or will it force them into longer continued hardship.

What is the likelihood of full repayment?

What have we agreed for other members?

TV asked whether we should have a Whats app group which could be used to message out about loans as the committee would have more access to WhatsApp than emails. Everyone thought this was a good idea.

- Action – AH Set up Whats app group? – loans –
- Action – All committee to email AH best number.

AH reminded the committee about the process for loan requests.

The members contact TV or AH about the possibly of a loan, a discussion is had and the member is directed to the criteria for the loan. If it is agreed that they meet the criteria then the request is emailed out to committee members for agreement. The information emailed out includes how much they want to borrow, why they need the loan, how much they can repay each month. No name is mentioned.

Under the constitution and bylaws at least 3 committee members need to agree to the loan. A form is then sent to the member and upon receipt of the filled out form a cheque is then sent to the member.

AH reminded the committee of the importance of replying to the email loan requests.

• **Assistance Advisor / LAS Staff Support Advisor / General Comments on Funds current activity and future within the LAS.**

TV gave an update from her side of the fund she started off by Thanking everyone for support, and she thanked AH who she fills goes above and beyond for the fund, he hand delivers bereavement cheque, deals with the financial issues, carries out audits, and helps with many queries, being nearby he pops rounds to get the cheques signed.

The Cabin was fully booked last year from May until November.

TV has had a number of enquires about lodge this year and has set up the spreadsheet and booked a number of people in.



TV advised that Shorefields had been in contact about the site having major refurbishment being done but the pool and gym will still be open.

TV advises that we need to do a lot more work on promoting the fund. She mentions it at the Wellbeing meeting, but we need bulletins, it's on the pulse,

We no longer are included in new starter inductions. TV has asked for the benevolent fund to be included in the letter that is sent out to all new staff a few weeks after they join.

TV said a report about the fund that AH helped to collate was given to the wellbeing lead, which was well received.

TV reminded us that it is down to the committee to promote the fund.

- **Constitution and Bylaws**

AH said that we keep talking about whether there is a need to update anything in the bylaws and constitution. It is already an action for CT to look into. AH suggests that all the committee members look at them and read them.

- **Benefits and Subscriptions. 2021/22**

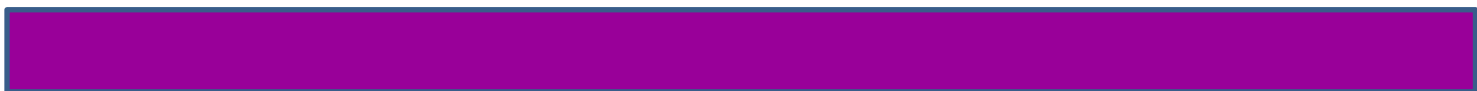
AH advised that membership numbers are down again. The following table shows what year people joined. (Please note some group are 10 years and some are only a year)

Year Joined	No. of members	%
1970-79	2	0.12%
1980-89	56	3.33%
1990-99	341	20.29%
2000-2004	320	19.04%
2005-2009	294	17.49%
2010-2014	228	13.56%
2014-2019	256	15.23%
2020	76	4.52%
2021	41	2.44%
2022	67	3.99%
2023	2	0.12%
Total	1618	

AH advised that our subscription of £3.50 has not changed for many years however he feels from a financial prospective he don't think we need to increase it but we may need to in the future should members decrease and cost rise.

AH again asked is there anything else we can offer in benefits. At the minute all feels that what we offer is enough.

[Redacted]





AH and TV confirmed that all benefit enquires are dealt with quickly and confidentially.

- **Database**

AH confirmed that there are no issues with the database and that he regularly does and audit from the reports he receives from finance and payroll against the members we have on the database.

- **Advertising**

The information on the pulse needs updating. CT advised that she has access to update the pulse for the various groups she is involved in.

- Action CT to contact pulse about edit access to benevolent fund part.

Once CT has edit access she will look at what to update on it.

- Action CT to update what is written about the fund on the pulse and to provide links on it
- Action AH to Email out the benevolent fund leaflet to all as well as the Application forms
- Action AH to get the new committee member access to the folder on the x-drive
- Action SC to update the poster and email out
- Action once the poster is updated sent it to be put on the well-being trucks

AH asked if there were any other ideas to advertise

SC suggested about a case study on the RIB / Pulse. It was discussed and suggested that we do it on LIA SC said she was happy to use her personal story - concern was made over how to make sure that people don't get the wrong idea. - it was suggested that if SC uses words like member of the fund and convalescent and recuperation in the text it should be fine

- Action SC to mention on LIA
- Action send Car stickers to Jason.

Paul Chiddington goes in to training and talks about the fund and reminds them to update their details.

- Action:- Email Paul Chiddington leaflet and application forms

- **Banking - Cheques**

AH advised that due to transparency we still use cheque and do not have online banking, AH asked whether we ought to go online with our banking? The issues with online banking is that anyone with access can log on and transfer funds.

SC advised that there are a number of banks that do not hold a high street presence and do not allow cheques to be paid in via an app, which delays payment.



AH advised that he has continually tried to get an answer from Payroll as to whether they can pay loans and draw winners directly in to bank accounts for us, they say in principle yes but need finance to agree it, as yet finance have failed to come back with an answer,

Online banking would make it easier as we could log on and transfer the money there and then.

AH advised that one of our accounts is a treasury reserve deposit account which matures each month. And gets reinvested each month.

- Action:- AH to Chase NatWest on trying to get a review of the accounts and get this sorted

- **Lodge**

In the last 6 months both CT and NA have been down to the Lodge and done maintenance work. CT still believes that the Lodge is fit for purpose and still provides the Wow factor that a luxury lodge should provide. AH will go down in February to see what outstanding jobs still need to happen.

TV asked whether we need to replace it. AH advised that it is 14 years old we got it in 2009 but does not think we need to replace it.

- Action:- AH to produce finances on how much we spend on maintenance of the Lodge and look into the cost of replacing it?

CT asked when the Mattresses were last replaced.

- Action:- AH to look into the records to see when they were replaced,

- **Website**

AH asked all committee members to look at the website and advise him if you think we need to update it.

- Action:- AH to update the website and keep the information current

- **Conflict of interest**

We are using the accountants that Kay's Partner uses.

- **A. O. B.**

There is lots of reminders about the London Ambulance Charity but as yet it is not really impacting on us and does not provide the benefits that we provide.

CT suggested about having a "Teams" channel not enough time to discuss.

AH requested after the AGM for more information on how it works and the benefits of it.



SC asked whether we could use an Incentive to join like win a hamper. TV advised that the incentive for joining should be the benefits and pre-existing members may be unhappy with it.

AGM closed at 11:00

• **List of actions to be carried out**

- **Action:-** AH to send a formal form to the 3 new elected committee members for them to read and sign
Agreeing to be committee members
- **Action:-** AH to contact the member and ask them to join the committee
- **Action:-** AH to keep website up to date
- **Action:-** AH to send it poster with all committee member on to SC
- **Action:-** AH to contact (LEAP) after a poster is created
- **Action:-** AH will try again to get hold of a business manager at NatWest to discuss our accounts
- **Action:-** AH to set up a whats app group to be used to message about loans
- **Action:-** AH to fix Blinds/curtains in Bedroom of the lodge in February
- **Action:-** AH to Email out the benevolent fund leaflet to all as well as the Application forms
- **Action:-** AH to get the new committee member access to the folder on the x-drive
- **Action:-** AH to send Car stickers to Jason.
- **Action:-** AH to Email Paul Chiddington leaflet and application forms
- **Action:-** AH to Chase NatWest on trying to get a review of the accounts
- **Action:-** AH to produce finance on how much we spend on maintenance of the Lodge and look into the cost of replacing it
- **Action:-** AH to look into the records to see when we last replaced the mattresses
- **Action:-** AH to update the website and keep the information current
- **Action:-** CT agreed to look into whether there is any legal notification that we need to do to change the wording and also to look through the constitution and the bylaws and update where needed
- **Action:-** CT to contact pulse about edit access to benevolent fund part.
- **Action:-** CT to update what is written about the fund on the pulse and to provide links on it
- **Action:-** SC to update current poster
- **Action:-** SC to mention on LIA
- **Action:-** SC to update the poster and email out
- **Action:-** KR to send poster out to all stations admins, education schools,
- **Action:-** DR to Email out the leaflet to all Clinical team leaders
- **Action:-** TV Once the poster is updated sent it to be put on the well being trucks
- **Action:-** All committee to email AH best number?



- Appendices

Appendix 1 Chairman's report

LONDON AMBULANCE SERVICE BENEVOLENT FUND

ANNUAL GENERAL MEETING FOR THE PERIOD

1st April 2021 – 31st March 2022

Chairperson's Annual Report 31st March 2022

Firstly I can only apologise for the delay in producing the chairman's report and getting the accounts sorted. Time just seems to fly and before I knew it, it was the autumn. The country continues to be in turmoil especially financially which is affecting staff and the service is under a constant state of pressure. Whilst Covid may have disappeared from the forefront of the news it still rumbles on in the background with staff concerned with catching it. Staff morale in the LAS remains low with staff continuing to be despondent and a number leaving the service. So on the back of all that doom and gloom I write this report.

Despite all that is happening in London and the world, the work and care that our staff provide remind the public of how great the NHS is and what a wonderful job they do.

We are reminded that the Fund was set up to support its members and I've no doubt, that what has happened over the last year will continue to affect our members in different ways and the support of the fund will no doubt be called upon. However as I look back over the last year, if our members have been affected in any way the support and benefits that we offer have not been as utilised as much as it could be.

As the Chairperson I continue to ensure that the fund upholds the constitution and by-laws it was set up on, and also seek to maintain a great financial position in order that we can continue to:

"provide support and assistance in the relief of severe but temporary financial hardship and/or unforeseen circumstances outside the control of the individual member of the fund or dependents that may be concerned."

As the chairperson of the London Ambulance Service Benevolent Fund I am continually faced with surprises and challenges, but with the support of the executive committee I have been able to continue to lead the fund in the same manner that it has been since it was created. On a personnel note can I thank the executive committee for their support and help throughout the year especially Tina Vince for all the work that she does in running the fund.

As we go forward into a new year I will seek to endeavour to support our members through their hardships and promote the Fund throughout the service and the benefits that we can give.



Chairperson's responsibility in writing the report

The chairperson of the London Ambulance Service Benevolent Fund is the responsible person for overseeing the efficient and effective management of the fund and under the constitution of the Fund is also required to report annually on the performance of the Fund during the previous 12 Months, including the current position, and any foreseen or possible changes that may affect our members during the year ahead. In keeping with the above it is my responsibility to submit a report in preparation for the Funds Annual General Meeting, which has traditionally been fixed within our constitution to take place within the first Quarter of the year following the financial year being reported on.

As part of my responsibilities I am bound to provide a financial report on the fund covering the financial period, 1st April 2019 - 31st March 2021. This allows me to publish the Funds balance sheet within the prescribed time scale giving members an indication of the financial performance measured against the previous twelve month period. The full financial analysis will be discussed and ratified by the executive committee at our Annual General Meeting. The Annual General Meeting is due to take place within an approximate and predetermined period for each year. This can of course be delayed depending upon the amount of problems or normal difficulties that we regularly face.

The Annual General Meeting covers in its agenda various reports on our performance during the Funds previous financial year, (1st April to 31st March) plus any recommendations that may be required to maintain or improve the position or performance of the Fund.

The AGM will also consider the election or re-election of the management and executive committee as required under the constitution and Bye Laws of the Fund

The above preamble to the Chairman's report explains the chairman's responsibility, the reporting period and the management council and executive committee's re- election and the implementation of any recommendations from the AGM.

Executive Committee

Following on from last year's AGM we advertised for the position of executive committee members. And a number of members came forward. After a probationary period the plan will be to elect them at the AGM. This will bring the total up to 9. That said there are still some areas of the LAS where having a member of the fund on the committee would enhance the work of the fund and the support it can give

The provision of support to our members in need is of a varying nature and sometimes demands immediate or urgent action and Tina Vince deals with all of this on a daily basis, usually at the time of the members greatest difficulty. Members that have dealt with Tina during their moments of crisis will witness to how they have been dealt with in a compassionate and committed way and were able to rely upon the Fund and the support offered in their time of greatest need. Tina Vince needs the support of the committee to approve loans and grants to help the members. In order to continue this we need to have enough Executive Committee Member to support Tina Vince on a daily basis and we need to plan for the future for when she retires.



Despite this Tina Vince has continued to deal with bereavements, severe accidents, marital problems, loss of accommodation, hardship, severe financial difficulties, and so many other varied problems that the average person would be at a loss to deal with.

Once more I write that looking forward I see the need to continue to expand the executive committee in to geographical areas that have no representation, and adding members, even as far as doubling the current numbers. Regretfully I write the same stamen as I did last time that I as the chairperson have struggled at some points in the last year to keep on top of what is required of me as the chairperson and will seek to ensure that the following years are not the same.

Again i wish to place on record my thanks to the Executive Committee for their continual support and hard work that they do for the fund, so often behind the scenes that they are not noticed.

How did we perform in the year 2019 / 2021?

Financial

This year we changed accountants, so the financial report looks somewhat different

Having received the official financial report from the accountants I can confirm that the fund continues to have a steady and healthy financial balance. For the year April 2021 – March 2022 we increased by £1523 as opposed to the decrease of £25,425 the year before. Having looked at the accountant's report I can confirm that the slight increase we made hides the fact that we as a fund are on the decline

Once again we see a decrease in membership subscriptions which could be attributed to the high attrition rate with in the LAS. Whilst the new members of the LAS are unaware or do not see the point of the fund as they do not plan to be with the service long. The near capacity workforce that the service had a few years ago has changed and there are now numerous vacancies especially on front line. There is the need to continue to widely publicise the fund with the hope of attracting new members and increasing our membership subscriptions.

Only one member of the fund pass away during this financially year, but retirements continue to be high,

We are still seeing the effects of the changes to internal arrangements and budget constraints within the LAS which continue to result in an increase in the amount of experienced members taking their retirement

One of the unique features of the fund is the ability to provide a 0% interest loan to its members who are experiencing hardships. However once again this year the number of members that have come to the committee to request a loan has been minimal.

In general terms, despite the continued financial uncertainty within the UK we have continued to provide our members in need the support they need. Despite the Funds total reliance upon volunteers, once more during this last year's our support team and the executive committee members have once again faced up to the challenge of additional requests for assistance whilst maintaining their normal integrity and efficient management of the fund.



As always the Executive Committee members face a period of uncertainty regarding any financial decisions that we may make. So much of how the Benevolent Fund progresses or in fact manages its affairs will probably be dependent upon the general financial situation throughout the UK. However you can rest assured that whatever the outcome our executive committee will remain on top of it and make the sensible decisions that they have always done.

Website

The web page continues to be the main source of information for our members, however as previously stated over the last year I have struggled to keep on top of ensuring the information is up to date. I will endeavour to do better over the next year

Convalescent lodge

Over the last year we have continually sought to ensure that our convalescent lodge, (that is based down on the south coast at Shorefields,) is maintained to a high standard. The purpose of the lodge is to provide a place where members can relax and convalesce or recuperate. I and my executive committee members are of the opinion that when any member walks into the lodge they should instantly feel at home and be able to start to relax and as such it should be maintained to the highest standard. It appears as if there is always some small job that needs to be completed or some minor repairs that needs doing. Our thanks go to the Shorefields maintenance department for their continued support and help.

2022/23 The Year Ahead

As with the previous years the service seems to continue to be in a transitional state, especially now the New Senior team structure in the service is in place and all departments have had their structures reviewed. Within the service and the wider NHS staff finances remain volatile with major saving required across the board.

The current financial situation of the country is worse with the cost of living rising and remains unpredictable and therefore it will be impossible once again to predict how the Benevolent Fund will perform and in particular how events within the LAS will affect or influence the management of our fund.

Looking back over the last year it appears as if the issues of the country have not had much bearing on the overall state of the fund, however going forward I am sure this will change. Our biggest challenge and main contribution to how the fund will perform is the number of members within the fund, which seems to be on the decrease, So how do we increase our membership. The London ambulance service employ over 8000 staff yet only about 20% of these staff are in the fund. We will continue to have members going through various hardships and we will endeavour to support them where we can.

We continue to be resilient enough to keep the management of the fund on an even keel but concern for how long we can maintain this is required.

What we do each year is to adopt a flexible approach to the way ahead in terms of additional benefits or projects that will enhance the support that our members currently enjoy. What we finally look to achieve during the coming year will be dependent upon the outcome of the Annual General Meeting, and the final financial report, but I have no doubt that our aims and



objectives will be to continue to improve the provision of meaningful assistance to our members and the extremely good work already achieved and to build upon this for the future.

Every year we ask a number of questions?

- Are we doing enough for our members?
- Is there anything else we can do for our members?
- Can we add to the fund to support our members better?
- Is there anything else out there that provides better value for money?

I have once again looked in to these questions and can say and feel that we are doing all that we can for the fund and currently it provide great value for money. At present I am unaware of anything that we could add to the fund to support our members better but as with all funds I am willing to look at suggestions and put it to the vote.

Closing remarks

Although this year years has had its challenges, in terms of the fund, Covid, financial constraints and emotionally with what is going on in London and the world. The fund continues to be a constant support its members.

I wish to once again convey my thanks to each member of the executive committee for their hard work and dedication to ensure that the fund continues to exist. As stated previously I am looking to expand the executive committee in certain areas, and therefore if you feel that you have something to offer in terms of running the fund, then please contact me via email on Andrew.Hall3@nhs.net

May I also take the opportunity to remind them and you the fund members that,

“The Fund is managed by the members for the members,”

We are always seeking to introduce new projects or schemes that would benefit the members according to our constitution and By Laws. Therefore if you have any ideas then please let us know.

I also feel sure that you will all wish to join me in thanking each one for all they have done and will continue to do for us (the Fund) over the coming years.

Thank you

A handwritten signature in purple ink that reads "Andrew Hall".

Chairperson





London Ambulance Service
Benevolent Fund

Appendix 2 Financial Report

**THE LONDON AMBULANCE SERVICE BENEVOLENT FUND
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

harwoodhutton





THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

FUND INFORMATION

Executive Committee

Andrew Hall
Christine Tanner
Tina Vince
Jackie Phipps
Kay Robson
Debbie Richmond

Fund address

The London Ambulance Service Benevolent Fund
220 Waterloo road
London
SE1 8SD

Accountants

Harwood Hutton Limited
22 Wycombe End
Beaconsfield
Buckinghamshire
HP9 1NB



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

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THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

ACCOUNTANTS' REPORT TO THE EXECUTIVE COMMITTEE ON THE PREPARATION OF THE UNAUDITED FINANCIAL STATEMENTS OF THE LONDON AMBULANCE SERVICE BENEVOLENT FUND FOR THE YEAR ENDED 31 MARCH 2022

In accordance with our engagement letter we have prepared for your approval the financial information of The London Ambulance Service Benevolent Fund for the year ended 31 March 2022 which comprises of the income and expenditure account, the balance sheet and the related notes from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/ members handbook.

This report is made solely to you, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the financial information of The London Ambulance Service Benevolent Fund and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical release [TECH08/16AAF](#). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The London Ambulance Service Benevolent Fund and its Executive Committee for our work or for this report.

The Executive Committee have approved the financial information year and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.

Harwood Hutton Limited

Chartered Accountants

.....

22 Wycombe End
Beaconsfield
Buckinghamshire
HP9 1NB



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Turnover	75,641	81,992
Administrative expenses	(74,118)	(107,803)
Operating Surplus/(deficit)	<u>1,523</u>	<u>(25,811)</u>
Interest receivable and similar income	53	177
Interest payable and similar expenses	(5)	-
Surplus/(deficit) before taxation	<u>1,571</u>	<u>(25,634)</u>
Tax on Surplus/(deficit)	(253)	(35)
Surplus/(deficit) for the financial year	<u><u>1,318</u></u>	<u><u>(25,669)</u></u>

The income and expenditure account has been prepared on the basis that all operations are continuing operations.



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

BALANCE SHEET

AS AT 31 MARCH 2022

		2022		2021	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	2		85,062		90,379
Current assets					
Debtors	3	16,177		17,241	
Cash at bank and in hand		528,826		524,384	
		<u>545,003</u>		<u>541,625</u>	
Creditors: amounts falling due within one year	4	<u>(3,343)</u>		<u>(6,600)</u>	
Net current assets			541,660		535,025
Net assets			<u>626,722</u>		<u>625,404</u>
Capital and reserves					
Accumulated fund			626,722		625,404
Total equity			<u>626,722</u>		<u>625,404</u>

The Executive Committee acknowledges its responsibilities with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Executive Committee and authorised for issue on and are signed on its behalf by:

.....
Andrew Hall
Chairman



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Fund information

The London Ambulance Service Benevolent Fund is not a national organisation, a registered charitable fund or a mutual society. The Benevolent Fund is a "Fund" managed by the members for the members and its principal purpose is to provide support and assistance for the relief of severe financial hardship and/or circumstances unforeseen and outside the control of the individual or dependents concerned.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"). The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the fund. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Turnover

Income represents membership subscriptions and donations received in the year.

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	30 years straight line
------------------------------	------------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

1.4 Impairment of fixed assets

At each reporting period end date, the fund reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.5 Financial instruments

The fund has elected to apply the provisions of Section 11 "Basic Financial Instruments" to all of its financial instruments.

Financial instruments are recognised in the fund's balance sheet when the fund becomes party to the contractual provisions of the instrument.

Basic financial assets

Short term debtors are measured at transaction price less any provision for impairment. Loans receivable are measured initially at fair value, net of transaction costs and are subsequently carried at amortised costs using the effective interest method, less any provision for impairment.



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies (Continued)

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the fund after deducting all of its liabilities.

Basic financial liabilities

Short term creditors are measured at transaction price. Other financial liabilities, including bank loans and other loans, are measured initially at fair value, net of transaction costs and are subsequently carried at amortised costs using the effective interest method.

1.6 Taxation

The tax expense represents the sum of the tax currently payable.

Current tax

The tax currently payable is based on taxable profit for the year. Taxable profit differs from net profit as reported in the profit and loss account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The fund's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

2 Tangible fixed assets

	Land and buildings £
Cost	
At 1 April 2021 and 31 March 2022	159,500
Depreciation and impairment	
At 1 April 2021	69,121
Depreciation charged in the year	5,317
At 31 March 2022	74,438
Carrying amount	
At 31 March 2022	85,062
At 31 March 2021	90,379

3 Debtors

	2022	2021
Amounts falling due within one year:	£	£
Loans repayable	6,494	10,794
Accrued income	9,683	6,447
	<u>16,177</u>	<u>17,241</u>



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

4	Creditors: amounts falling due within one year	2022	2021
		£	£
	Corporation tax	43	-
	Accruals and deferred income	3,300	6,600
		<u>3,343</u>	<u>6,600</u>
		<u><u>3,343</u></u>	<u><u>6,600</u></u>



London Ambulance Service
Benevolent Fund

THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

MANAGEMENT INFORMATION

FOR THE YEAR ENDED 31 MARCH 2022

(the following pages do not form part of the reported accounts)





THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	£	2022 £	£	2021 £
Turnover				
Member subscriptions		75,185		78,526
Donations		456		3,466
		<u>75,641</u>		<u>81,992</u>
Administrative expenses		<u>(74,118)</u>		<u>(107,803)</u>
Operating profit/(loss)		1,523		(25,811)
Investment revenues				
Bank interest received	<u>53</u>		<u>177</u>	
		53		177
Interest payable and similar expenses				
Interest on overdue taxation		<u>(5)</u>		<u>-</u>
Profit/(loss) before taxation		<u>1,571</u>		<u>(25,634)</u>



THE LONDON AMBULANCE SERVICE BENEVOLENT FUND

SCHEDULE OF ADMINISTRATIVE EXPENSES

FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
Administrative expenses		
Draw prizes	11,850	10,750
Dane Park holiday home charges	11,799	10,459
Accountancy	3,300	3,300
Bank charges	130	134
Grants - Death	8,500	48,000
Grants - retirement	33,150	29,475
Website costs	72	91
Sundry expenses	-	277
Depreciation	5,317	5,317
	<hr/>	<hr/>
	74,118	107,803
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