Trustee Annual Report

1st January 2025 – 31st December 2025

Charity Name Dudley Community First Responders

Charity Number 1203910

Address c/o Management Suite
Merry Hill Centre
DY5 1QX

Trustees:

Amy Webb - Chair
Paul Grove - Trustee
Tina Clarke – Trustee

Operational Management:

Sarah Trevalen – Co-ordinator/Trust Liaison Volunteer

The trustees present the annual report along with the financial statement for the period 1st January 2025 to 31st December 2025.

Structure, Governance & Management

The charity is a Charitable Incorporated Organisation (CIO) operated under the rules of the constitution adopted 10th July 2023. Trustees are elected two yearly.

The charity is managed by 3 trustees who are elected from the group. The trustees have taken on the role of, Chair, Trust Liaison Volunteer and Events & Design. Charity volunteers can either be Community First Responders (CFRs) or non-operational associate volunteers who participate in admin or fundraising activities.

The structure of the charity includes the Trust Liaison Volunteers with the volunteers who form the operational members of the group. The scheme is overseen by West Midlands Ambulance Service (WMAS) who provide policy and procedures for our CFRs.

The charity continues to benefit from strong partnerships across its network, most notably with WMAS which remains our primary operational partner.

Objectives & Activities

The object of the CIO is the relief of sickness and the preservation and protection of good health within the Metropolitan Borough of Dudley and the surrounding area, by the provision of trained Community First Responder volunteers to attend medical emergencies as directed by the West Midlands Ambulance Service.

The main activity of the charity is to attend 999 calls in our local community where we can arrive before an ambulance and begin treatment. For life threatening situations such as when someone's heart stops every minute counts to increase their chance of survival. Secondary to this is increasing awareness of basic life support through community training sessions on how to perform CPR, use a defibrillator and stop severe bleeding.

The Trustees of the Charity are aware of the Charity Commission's guidance on public benefit and have regard to it in their administration of the Charity.

Achievements & Performance

During this period the charity met its objectives by responding for 5,937 hours and attending 1,696 calls. This was achieved by:

- Fundraising to cover new kitbags & equipment and provide cash reserves to cover running costs for the coming years

Financial Review

The charity's policy on reserves is to ensure all running costs (currently £1,000 per ambulance per year) are covered for at least the next year but ideally 5 years and this has been achieved. There are no funds materially in deficit at this time.

Declaration

The trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees



Tina Clarke, Chair
30th October 2026



Ethan Phelps, Trustee
30th October 2026

Charity Accounts

	Unrestricted
Balance as at 1st January 2025	**£27,423**
Receipts	
Donations	£11,404
Fundraising	£2,233
Mileage Claims	£5,321
	£18,958
Payments	
Car Running Costs	£2,692
Equipment	£2,696
Fuel	£3,513
Uniforms	£391
Miscellaneous	£1,159
	£10,451

Balance as at 31st December 2025 £35,930

Statement of Assets & Liabilities

	Unrestricted
Cash funds	
Bank account	£35,930
Other monetary assets	
Gift Aid due	£2,759
VAT refunds due	£686
Investment assets	
None	
Assets retained for the charity's own use	
Fee free lease Ambulances	
Fundraising materials	
Medical equipment	
Training equipment	
Uniform	
Total assets	£39,375
Liabilities	
None	
Total funds	£39,375

Independent Examiner's Report on the Accounts

As charity trustees, we are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

As a result, and following preparation of these accounts, Dudley Community First Responders have not received income above the maximum threshold of £25,000 and therefore an independent examiner report does not need to be carried out.