

COMPANIES HOUSE

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995**

Registered Number: 02803242

Registered Charity Number: 1021367

**SPAIN BROTHERS & CO
MAIDSTONE
CHARTERED ACCOUNTANTS**



**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995**

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**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 1995

Incorporated in England and Wales on 24 March 1993

CHAIRMAN

J R Latham, Esq.

OTHER TRUSTEES

D E Barton, Esq.
J P Beavis, Esq.
E R P Boorman, Esq.
I R Robinson, Esq.

SECRETARY AND CHIEF EXECUTIVE

Ms K Chivers

REGISTERED OFFICE

The Village Centre
High Street
Staplehurst
Tonbridge
Kent TN12 OBJ

PRINCIPAL BANKERS

National Westminster Bank plc
P O Box 166
161 High Street
Rochester
Kent ME1 1LR

INVESTMENT ADVISERS

Cazenove Fund Management
3 Copthall Avenue
London
EC2R 7BH

AUDITORS

Spain Brothers & Co.
Falcon House
73 College Road
Maidstone
Kent ME15 6RW

COMPANY NUMBER

02803242

CHARITY NUMBER

1021367

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 1995**

The trustees present their report, together with the audited financial statements for the year ended 31 March 1995.

1. AIMS AND OBJECTIVES

The objects for which the Trust is established are to relieve sick and injured people in Kent by providing an air ambulance service for the benefit of the community.

The Trust's objective to increase the volume of income from fund-raising year on year has been achieved in this financial year despite the constraints on general income being experienced by individuals and businesses.

In the year under review the Trust has set in motion the means to help towards achieving its further objective, to extend the air ambulance service from five to seven days each week.

An invitation has been extended to helicopter operators to tender for the provision of the service. The contractual process has now been concluded and has led to the award of a new contract for an air ambulance service to commence on 1 November 1995.

The Kent Air Ambulance Trust remains totally reliant upon public support to fund the operation of this community service. The Trust is not in receipt of government grants to support its work nor does it receive financial backing from the Kent Ambulance NHS Trust to which it provides a Helicopter Emergency/Medical Service (HEMS) and Air Ambulance Service which covers the County of Kent.

2. ORGANISATION

The Trust is supported centrally by a small dedicated group of paid employees who function principally from the registered offices in Staplehurst.

The Chief Executive heads the organisation and reports regularly to the Trustees informally through day to day contact and at bi-monthly meetings where formal business is conducted. A sub-committee structure with Trustees undertaking responsibility for providing advice on financial, legal and staffing matters is proving extremely effective.

As with all charities the Trust is dependent upon dedicated volunteers who devote their free time to fundraise. Without such people the county and the country would be poorer.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 1995
(continued)**

Financial procedures are constantly under review and management is controlled through monthly accounting procedures. It is intended to establish a monthly budgeting system following the review of the 1994/95 year when the first full year's accounts have been analysed. The Trust will purchase Sage accounting package to further improve the delivery of reports and financial summaries to keep Trustees fully informed throughout the accounting year.

The purchase of Fundmaster software will greatly improve the Trust's capacity to store and retrieve information on donors and supporters. The Trust was able to purchase this system very cheaply as a result of Fundmaster taking over Donorbase. The transfer of records will be time consuming and require training for all staff, but the benefits of reorganisation, building supporter information, cross referencing and preparing reports will be invaluable for future fund-raising.

The Trust is considering the introduction of a pension plan for staff in the future. A number of options are being considered, and will be dependent on available finances.

Kent Air Ambulance Appeal Limited, the trading arm of the charity, continues to operate from the same offices as the Trust in Staplehurst but negotiations have recently been concluded for it to lease a small business unit in Ashford to provide additional space to manage its business activities in the east of the county.

As always the Trust seeks to follow best practice in all spheres of its activities to ensure the protection of the public and safeguard the assets of the charity.

3. PRINCIPAL ACTIVITIES AND POLICIES

The principal activities are all directed towards achieving the aims and objectives of the Trust.

It is the Trust's policy constantly to review its activities and to maintain an efficient and effective organisation.

It is the policy of the Trust to maintain at least one year's operating costs in reserve as a buffer against a sudden fall in fund-raising and donations.

4. REVIEW OF ACTIVITY

During the year the Trust's Chief Executive has continued to develop links with other air ambulance organisations and those who provide helicopters in support of the front line emergency services. This has led to a closer understanding of the services which operate as part of the team at the scene of major accidents.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 1995
(continued)**

During the coming year it is the Trust's intention to develop a strategy for increasing the volume of funds from tax effective donations, i.e., payroll giving schemes, deeds of covenant and legacies, and to encourage the conversion of larger donations to Gift Aid.

The Trust plans to develop a supporters scheme and to provide supporters with up to date information on missions and fund-raising activities through a newsletter.

The Trust anticipated the introduction of the National Lottery by publicising its reliance on its own scratch card lottery. The Trustees remain concerned at the long term effect of the National Lottery on the Kent Air Ambulance Lottery and on charitable giving in general. Kent Air Ambulance Trust relies on income from Kent Air Ambulance Lottery for a substantial proportion of its income (one fifth). An application submitted for National Lottery Millennium funds was returned as being more suitable for National Lottery Charities Board funds. At that time medical charities were not a high priority. A further application to the National Lottery Charities Board is under consideration.

The Trust has suffered from a diminution in volunteer support for a variety of reasons which has sadly affected sales of promotional souvenirs. Dedicated volunteers are the life blood of all charities and their loyal and dedicated support is vital to the future of Kent Air Ambulance Trust. It is intended to allocate specific staff time to undertake volunteer recruitment in the coming year.

It is a fact that many people are unaware of the Trust's complete reliance on voluntary income and the Trust continues to expand opportunities to speak directly to a wide variety of organisations. The Chief Executive is supported in this by the Trustees and aircrew members.

The Trust continues to pursue its policy of building and maintaining good media relationships. Local radio and newspapers, and to a lesser extent TV are very supportive and the Trust has plans to improve the provision of media reports on missions, within the closely controlled bounds of patient confidentiality.

During the year under review the Trust has continued to develop and build on relationships with similar services in the UK and abroad. The Trust is conscious of the need to identify shared objectives and common aims and to work closer to evaluate and improve its service to patients. To this end the Trust will review the protocols for tasking the air ambulance through the 999 procedure; participate in training for ambulance control personnel in call out procedures for the air ambulance, evaluation of medical equipment and radio communications; recruitment and selection procedures for aircrew; observer training for aircrew, etc. Regular meetings between the Chief Executive and Chief Officers at Kent Ambulance Service are well established, and productive.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 1995
(Continued)**

The Christmas Card Campaign first established in 1993 was expanded in 1994 by combining business and domestic promotions. Adaptations to the strategy are planned for 1995 based on the results. The Trustees consider the results merit continued support for the strategy. The Trust is indebted to supporters for their support to the campaign by purchasing Christmas cards and for the additional donations which were prompted by the Christmas promotion. The restoration of the Christmas/ New Year raffle appeal has demonstrated the effectiveness of appeals during the festive season.

The annual sponsored Weald Bike Ride, which takes place early in May, has developed as a major event, raising in excess of £12,000 each year. The extensive use of volunteers who act as motorcycle marshalls, radio communications etc. is crucial to its success.

In 1993/94 the Trust was generously supported by Wellcome Foundation which donated £2,300 to purchase a photocopier and other office equipment, demonstrating the involvement by many companies in Kent to community projects.

The following is an extract from a letter received from the mother of a victim of a road traffic accident:-

"Charlotte sustained injuries to her lungs, ribs, pelvis, jaw, ankles and back. One of the vertebra in her back was completely shattered and the spinal cord came very close to being severed. We feel it was partly due to the fact that she was taken to hospital by helicopter and not ambulance (which would have necessitated a bumpy ride through a field) that saved her from being paralysed. We are extremely grateful to you for providing this service.

Thanks to all you did, the medical attention she received and the prayers of many people, Charlotte has made a remarkable recovery and is walking without crutches and leading a near to normal life."

From 1 April 1994 to 31 March 1995 the crews of the Kent Air Ambulance responded to between 600 to 700 incidents, an average of 3 per operating day.

The Trust would like to record its appreciation to all staff, volunteers and supporters for their dedication to the more important of causes, the Kent Air Ambulance.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

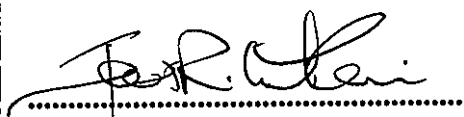
**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 1995
(Continued)**


8. AUDITORS

A Resolution to re-appoint the Charity's auditors, Spain Brothers & Co. will be proposed at the Annual General Meeting.

This report was approved by the Board on *14th December 1995*

BY ORDER OF THE BOARD OF TRUSTEES


.....
J R Latham
Chairman Of Trustees


.....
Ms K Chivers
Secretary and Chief Executive

Registered Office:
The Village Centre
High Street
Staplehurst
Tonbridge
Kent TN12 OBJ

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**REPORT OF THE AUDITORS TO THE MEMBERS OF
KENT AIR AMBULANCE TRUST**

We have audited the financial statements on pages 10 to 19 which have been prepared under the historical cost convention and the accounting policies set out on pages 13 and 14.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

As described on page 6, the charity's trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

BASIS OF OPINION

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the charity's affairs at 31 March 1995 and of its results and for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

Spain Brothers & Co

Falcon House
73 College Road
Maidstone
Kent

SPAIN BROTHERS & CO.
Maidstone
Chartered Accountants
Registered Auditors

Date *14th December 1995*

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**AUDITORS REPORT TO THE TRUSTEES OF KENT AIR AMBULANCE
TRUST (LIMITED BY GUARANTEE) PURSUANT TO
SECTION 248(3) OF THE COMPANIES ACT 1985**

We have examined the financial statements of the charity and its subsidiary for the year ended 31 March 1995.

BASIS OF OPINION

The scope of our work for the purposes of this report was limited to confirming that the charity is entitled to exemption from preparing group financial statements.

OPINION

In our opinion the charity is entitled to the exemption from preparing group accounts conferred by Section 248 of the Companies Act 1985.



Falcon House
73 College Road
Maidstone
Kent

SPAIN BROTHERS & CO.
Maidstone
Chartered Accountants
Registered Auditors

Date *14th December 1995*

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 1995**

	Notes	1995	1994
<u>VOLUNTARY INCOME</u>	2		
Fund Raising Events & Donation	4	382,687	173,592
Lottery Income	5	118,237	50,197
Legacies	6	37,099	19,136
		538,023	242,925
Investment Income	7	20,093	8,935
Other Income	8	16,561	7,618
		574,677	259,478
<u>INDIRECT EXPENDITURE</u>			
Administration Expenses		100,209	38,387
Establishment Costs		9,234	4,137
Promotional Expenses		25,723	8,409
Finance Costs		1,647	944
		(136,813)	(51,877)
<u>Income Less Indirect Expenditure</u>		437,864	207,601
<u>DIRECT CHARITABLE EXPENSE</u>		390,826	176,528
<u>SURPLUS FOR THE YEAR</u>		<u>£47,038</u>	<u>£31,073</u>
<u>TRANSFERRED TO GENERAL FUND</u>			

CONTINUING OPERATIONS

The charity acquired the whole of its principal activity from the South East Thames Regional Health Authority on 18 October 1993.

None of the Charity's activities were acquired or discontinued in the year ended 31 March 1995.

The notes on pages 13 to 19 form part of these financial statements.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES
FOR THE YEAR ENDED 31 MARCH 1995**

	<u>1995</u>	<u>1994</u>
Net Surplus for the year	47,038	31,073
Unrealised Loss on Trade Investments	(14,910)	(24,401)
<u>TOTAL GAINS AND LOSSES RECOGNISED RELATING TO THE YEAR</u>	<u>£32,128</u>	<u>£6,672</u>

The Income and Expenditure Account and Statement of Recognised Gains and Losses should be read in conjunction with the Reconciliation of Movements in General Fund on page 16.

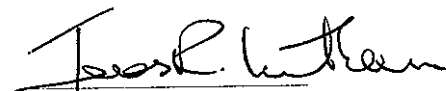
The notes on pages 13 to 19 form part of these financial statements.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

BALANCE SHEET AS AT 31 MARCH 1995

	<u>Notes</u>	<u>1995</u>	<u>1994</u>
<u>FIXED ASSETS</u>			
Tangible Assets	9	1,280	180
Investments	10	290,943	225,601
		<u>292,223</u>	<u>225,781</u>
<u>CURRENT ASSETS</u>			
Debtors	11	74,564	85,061
Cash at Bank and in Hand	12	91,859	102,388
		<u>166,423</u>	<u>187,449</u>
<u>CREDITORS</u>			
Amounts falling due within one year	13	54,875	41,587
<u>NET CURRENT ASSETS</u>		<u>111,548</u>	<u>145,862</u>
<u>NET ASSETS</u>		<u>£403,771</u>	<u>£371,643</u>
<u>RESERVES</u>			
General Fund	14	401,471	371,643
Designated Fund	14	2,300	-
		<u>£403,771</u>	<u>£371,643</u>

Approved by the Board of Trustees on *14th December 1995* and signed on their behalf by


J R Latham, Esq.
CHAIRMAN

The notes on pages 13 to 19 form part of these financial statements.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995**

1. ACCOUNTING POLICIES

The Charity's financial statements are prepared in accordance with the United Kingdom Statements of Standard Accounting Practice and Financial Reporting Standards. The principal accounting policies adopted are as follows:

Group Accounts Exemption

The charity has taken advantage of the exemption available to small groups under the Companies Act not to prepare consolidated accounts. Accordingly the financial statements present information about the charity as an individual undertaking and not about the group.

Valuation of Investment in Subsidiary Undertaking

The investment in Subsidiary Undertaking is valued in the Balance Sheet at the cost to the charity.

Cash Flow Statement

The Charity qualifies as a small company under the Companies Act 1985. The trustees have elected to take advantage of the exemptions under FRS1 not to prepare a cash flow statement.

Depreciation

Depreciation is provided on all tangible fixed assets, other than freehold land and buildings, at annual rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life as follows:

Fixtures and Fittings	20%	on written down value
Computer Equipment	25%	on written down value

Donations, Legacies and Other Voluntary Income

Income is the actual amounts received in the period from donations, legacies, fund raising events and other voluntary income.

Investment Income is recognised on an accruals basis, together with the net lottery income which is managed by an independent agent.

Investments

Investments are included in the financial Statements at the lower of cost and market value at the Balance Sheet date.

Realised gains and losses and unrealised gains and losses are added to or deducted from the general fund, and are disclosed in the Statement of Recognised Gains and Losses.

Reserve movements

All income is taken to the general fund, except where bequests have been made for a specific proposed project when they are taken to the designated fund.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995
(Continued)**

1. ACCOUNTING POLICIES continued

Deferred Taxation

Provision is made at appropriate rates for taxation deferred in respect of all material timing differences only to the extent that, in the opinion of the directors, there is a reasonable probability that a liability will crystallise in the foreseeable future.

2. TURNOVER

The charity's income is derived mainly from voluntary donations, lottery receipts, legacies and other fund raising events and activities.

3. SURPLUS FOR THE YEAR

Surplus For The Year is stated after charging:

Auditor's Remuneration
Operating Lease Rentals - Other Assets
Depreciation of Tangible Fixed Assets
- Owned Fixed Assets

1995	1994
£2,500	£2,585
£286,537	£144,454
£359	£20

Employees

Staff costs during the period amounted to:
Wages and Salaries
Social Security Costs

1995	1994
85,092	30,313
6,535	2,578
£91,627	£32,891

No emoluments were paid to Trustees during the year. The average weekly number of employees during the year was as follows:

Administration and Trust Services

Number	Number
7	6

4. FUND RAISING EVENTS AND DONATIONS

Fund Raising Events
Donations
Collection Boxes
Payroll Giving

1995	1994
300,681	133,510
49,567	30,235
19,319	7,174
13,120	2,673
£382,687	£173,592

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995
(Continued)**

5. LOTTERY INCOME

	<u>1995</u>	<u>1994</u>
Gross Income	400,356	174,034
Expenses	(100,089)	(43,652)
Prizes	(134,989)	(59,753)
	165,278	70,629
Management Fees	(47,041)	(20,432)
Net Income	£118,237	£50,197

6. LEGACIES

	<u>1995</u>	<u>1994</u>
Legacies	11,500	4,051
In Memoriam	25,599	15,085
	£37,099	£19,136

7. INVESTMENT INCOME

	<u>1995</u>	<u>1994</u>
Unit Trusts	14,021	3,776
Cazenove Deposit Interest	486	3,668
Bank Deposit Interest	1,843	866
Interest on Loan to Kent Air Ambulance Appeal Ltd	3,743	625
	£20,093	£8,935

8. OTHER INCOME

	<u>1995</u>	<u>1994</u>
Sales	4,642	1,692
Management Charges to Kent Air Ambulance Appeal Ltd.	11,919	5,926
	£16,561	£7,618

KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)

NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995
(Continued)

9. TANGIBLE FIXED ASSETS

Cost or Valuation

At 1 April 1994

Additions

At 31 March 1995

Depreciation

At 1 April 1994

Provided in the year

At 31 March 1995

Net Book Value

At 31 March 1995

At 31 March 1994

Computer Equipment	Office Equipment	TOTAL
-	200	200
617	842	1,459
617	1,042	1,659
-	20	20
154	205	359
154	225	379
£463	£817	£1,280
-	£180	£180

10. FIXED ASSET INVESTMENTS

Cost or Valuation

At 1 April 1994

Additions

At 31 March 1995

Provision for diminution in value

At 1 April 1994

Provided in the year

At 31 March 1995

Cost or Valuation

At 31 March 1995

At 31 March 1994

Shares In Group Undertaking	Quoted Investments	TOTAL
2	250,000	250,002
-	80,252	80,252
2	330,252	330,254
-	24,401	24,401
-	14,910	14,910
-	39,311	39,311
£2	£290,941	£290,943
£2	£225,599	£225,601

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995
(Continued)**

10. FIXED ASSET INVESTMENTS continued

Quoted Investments includes the following 'Special Range' Investments:

Unit Trusts

Charities Aid Foundation Income Fund

Charities Aid Foundation Balanced Growth Fund

Cost	Market Value
66,050	57,120
264,202	233,821
£330,252	£290,941

The investments in group undertakings are as follows:

Name

Kent Air Ambulance Appeal Limited

Country of Incorporation	Shares Held	Proportion of Nominal Value	Principal Activity
UK.	£ Ord.	100%	Sale of Promotional Goods

Name

Kent Air Ambulance Appeal Limited

Capital and Reserves	Loss for Year
(£14,877)	(£9,200)

The above Company operates principally in it's country of incorporation.

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995**

(Continued)

11. DEBTORS

Amounts falling due within one year

Amounts owed by subsidiary undertaking

Other Debtors

Prepayments and Accrued Income

1995	1994
14,119	9,350
4,537	1,626
31,827	40,654
50,483	51,630
24,081	33,431
£74,564	£85,061

Amounts falling due after one year

Amounts owed by subsidiary undertaking

12. CASH AT HAND AND AT BANK

Bank Current Accounts

Bank Deposit Account

Investment Deposit Accounts

Petty Cash

1995	1994
41,491	3,660
36,841	72,075
13,315	26,524
212	129
£91,859	£102,388

13. CREDITORS

Amounts falling due within one year

Trade Creditors

Other Taxation and Social Security

Other Creditors

Accruals and Deferred Income

1995	1994
49,706	37,734
2,371	1,766
135	-
2,663	2,087
£54,875	£41,587

**14. RECONCILIATION OF MOVEMENTS IN
GENERAL FUND**

At 1 April 1994

Net Surplus for the Financial Year

Unrealised loss on fixed asset investments (Note 10)

Transfer

At 31 March 1995

General Fund	Designated Fund	TOTAL
371,643	-	371,643
47,038	-	47,038
(14,910)	-	(14,910)
(2,300)	2,300	-
£401,471	£2,300	£403,771

**KENT AIR AMBULANCE TRUST
(LIMITED BY GUARANTEE)**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 1995**
(Continued)

15. FINANCIAL COMMITMENTS

At the balance sheet date, the company's commitments under operating leases to pay rentals during the next year were as follows:-

Operating Leases which expire:-

- Within one year
- Between one and five years

Land and Buildings	Other
6,049	-
-	298,916
£6,049	£298,916