

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2002**

2803242

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**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**COMPANY INFORMATION**  
**FOR THE YEAR ENDED 31 MARCH 2002**

**Incorporated in England and Wales on 24 March 1993**

**CHAIRMAN**

M Baker

**OTHER TRUSTEES**

E R P Boorman  
Dr B Vasudaven  
K Howman  
Mrs E Craven  
D B Priestley

**COMPANY SECRETARY**

Mrs E Craven

**REGISTERED OFFICE**

Unit 14, Wheelbarrow Park Estate  
Pattenden Lane  
Marden  
Kent TN12 9QJ

**PRINCIPAL BANKERS**

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

**INVESTMENT ADVISERS**

Charities Aid Foundation  
Kings Hill  
West Malling  
Kent  
ME19 4TA

**AUDITORS**

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

**COMPANY NUMBER**

2803242

**CHARITY NUMBER**

1021367

## **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2002**

The Trustees present their report, together with the audited financial statements, for the year ended 31 March 2002.

#### **1. AIMS AND OBJECTIVES**

- 1.1 During the year under review the Trust has continued to provide the County with full daylight HEMS operation 7 days a week.
- 1.2 The Trust has continued with the ongoing study into the extension of its current operational remit and, from its initial findings, concluded that expansion is viable and beneficial to the people of Kent, dependant on a significant increase in donations.
- 1.3 Improved harmony and co-operation with the Kent Ambulance Service NHS Trust has been implemented and resulted in an improved quality of service delivery.

#### **2. ORGANISATION**

- 2.1 The latest secondment of paramedics were recruited in April 2002 and are now fully operational having successfully completed all necessary air crew training.
- 2.2 The senior nurse appointed to the post of Flight Nurse has considered his professional future and decided to return to main-stream nursing in America. Co-incidentally, the Trust management team has concluded that, for pre-hospital care, the most appropriate qualification is paramedic. Therefore, the planned replacement for the Flight Nurse will be a paramedic.
- 2.3 The policies and procedures review has resulted in the appointment of two new managers with specialisation in the areas of operations and administration.

#### **3. PRINCIPAL ACTIVITIES & POLICIES**

- 3.1 The review of management and employment policies has been implemented with the appointment of the two new managers as mentioned in 2.3. Procedures are currently in place for future management re-structuring.
- 3.2 Successful re-structuring is planned to keep the overall management costs within existing budgets.

#### **4. REVIEW OF ACTIVITIES**

- 4.1 In accordance with SORP 2000, a full risk assessment has been considered and the major risks, to which the charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks.
- 4.2 The initial steps have been taken by the management team to gain Investors in People Accreditation.
- 4.3 Training is ongoing throughout all staffing levels as required. This includes comprehensive Charity Work briefs for the newly appointed managers by the Charities Aid Foundation.

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## **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

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### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 MARCH 2002** **(continued)**

#### **4. REVIEW OF ACTIVITIES (continued)**

- 4.4 JAR 145 approval has now been achieved and the aircraft can now receive most of its routine maintenance at our base at Marden, removing the need to travel to Gloucester for all maintenance.
- 4.5 There is currently a recruitment campaign being conducted to increase the number of paramedics as mentioned at 2.2.
- 4.6 The first full time Community Fund-raiser was appointed in September 2002, with further fundraising staff currently being recruited.
- 4.7 The Trust extends its thanks to all those supporters, volunteers, fundraisers and others who give time and their generous gifts which enable it to provide the Kent HEMS operation which has done so much to sustain and preserve life for those in desperate need in our County.
- 4.8 The Trust is again indebted to friends and colleagues in the Kent Air Ambulance Lottery, who have raised substantial funds in support of Kent HEMS in the past year.
- 4.9 The Trust places on record its thanks to all the staff and the crew of Kent HEMS for their dedication and support.

#### **5. RESERVES MANAGEMENT AND RISK POLICY**

##### **Reserves Policy**

The Trustees aim to maintain general unrestricted funds at a level equivalent to match 12 months operating expenses (approximately £1.6 million)

At the Balance Sheet date such reserves were 1.6 times this level.

##### **Risk Review**

The Trustees have examined the principal areas of the Charity's operations and are considering the major risks which may arise in each of these areas. In the opinion of the Trustees, the Charity should be able to establish resources and review systems, which, under normal conditions, should allow the risks identified by them to be mitigated to an acceptable level in its day to day operations.

#### **6. TRUSTEES**

The trustees who served during the year were as follows:

M Baker	Mrs E Craven
Dr B Vasudaven	D B Priestley
E R P Boorman	D E Barton (retired 20th December 2001)
K Howman	J P Beavis (retired 20th December 2001)

Dr B Vasudaven and K Howman retire in accordance with the company's Articles of Association at the Annual General Meeting and, being eligible, offer themselves for re-election.

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2002**  
**(continued)**

**7. TRUSTEES' RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements, the trustees are required to:

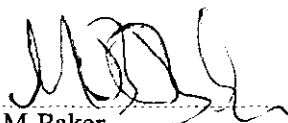
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**8. AUDITORS**

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Spain Brothers and Co. be reappointed as auditors will be put to the Annual General Meeting.

**BY ORDER OF THE BOARD OF TRUSTEES**



M Baker  
Chairman of Trustees

Registered Office:  
Unit 14, Wheelbarrow Park Estate  
Pattenden Lane  
Marden  
Kent TN12 9QJ

Date: 23rd January 2003

## **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

### **REPORT OF THE INDEPENDANT AUDITORS TO THE TRUSTEES OF KENT AIR AMBULANCE TRUST AND SUBSIDIARY**

We have audited the financial statements on pages 7 to 19 which have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out on page 10.

This report is made solely to the Trustees, who are the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS**

As described on page 5, the Trustees, who are also the directors for the purposes of company law, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on the financial statements and to report our opinion to you.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you, if, in our opinion, Trustees report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if the information specified by law regarding Trustees remuneration and transactions with the company is not disclosed.

We read the Trustees Report and consider the implications of our report if we become aware of any apparent misstatement within it.

#### **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 judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether 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.

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**REPORT OF THE INDEPENDANT AUDITORS TO THE TRUSTEES OF  
KENT AIR AMBULANCE TRUST AND SUBSIDIARY**

**OPINION**

In our opinion the financial statements give a true and fair view of the state of affairs of the charitable company and group as at 31 March 2002 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**SPAIN BROTHERS & CO.**  
Maidstone  
Chartered Accountants  
Registered Auditors

Falcon House  
73 College Road  
Maidstone  
Kent

Date: 23rd January 2003

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2002**

	Notes	General Fund	Investment Fund	Restricted Funds	Total Funds 2002	Total Funds 2001
<b>Incoming resources:</b>						
Donations	2	429,876	-	3,000	432,876	398,447
Legacies	2	195,835	-	-	195,835	143,926
Investment Income	2	105,665	-	-	105,665	138,346
Other income	2	10,351	-	-	10,351	10,068
<i>Activities to Generate Funds</i>						
Fund Raising Events	2	480,619	-	-	480,619	414,208
Sponsored Events		31,628	-	-	31,628	30,068
Income from Lottery Societies		148,156	-	-	148,156	226,272
Income from Trading Subsidiary	3	90,267	-	-	90,267	66,711
Income from Charity Shop		13,629	-	-	13,629	11,716
<b>Total incoming resources</b>		<b>1,506,026</b>	<b>-</b>	<b>3,000</b>	<b>1,509,026</b>	<b>1,439,762</b>
<b>Resources expended</b>						
<i>Cost of Generating Funds</i>						
Fundraising and Publicity	4	289,626	-	-	289,626	230,044
Cost of Sales Trading Subsidiary	3	55,317	-	-	55,317	29,386
		<b>344,943</b>	<b>-</b>	<b>-</b>	<b>344,943</b>	<b>259,430</b>
<b>Net Incoming Resources Available for Charitable Application</b>		<b>1,161,083</b>	<b>-</b>	<b>3,000</b>	<b>1,164,083</b>	<b>1,180,332</b>
<i>Charitable Expenditure</i>						
Direct Charitable Expenditure	4	898,078	-	-	898,078	926,774
Management and Administration	4-5	211,981	-	-	211,981	181,915
Support Costs and Depreciation	4-5	104,213	-	-	104,213	99,048
<b>Total Charitable Expenditure</b>		<b>1,214,272</b>	<b>-</b>	<b>-</b>	<b>1,214,272</b>	<b>1,207,737</b>
<b>TOTAL RESOURCES EXPENDED</b>		<b>1,559,215</b>	<b>-</b>	<b>-</b>	<b>1,559,215</b>	<b>1,467,167</b>
<b>NET INCOMING RESOURCES</b>		<b>-53,189</b>	<b>-</b>	<b>3,000</b>	<b>-50,189</b>	<b>-27,405</b>
<b>Unrealised (Losses)/Gains on Investments</b>	7	<b>-</b>	<b>-21,322</b>	<b>-</b>	<b>-21,322</b>	<b>-47,833</b>
<b>Net movement in funds before and after taxation</b>		<b>-53,189</b>	<b>-21,322</b>	<b>3,000</b>	<b>-71,511</b>	<b>-75,238</b>
<b>Fund balances brought forward</b>		<b>2,819,590</b>	<b>214,882</b>	<b>-</b>	<b>3,034,472</b>	<b>3,109,710</b>
<b>Transfer to/ from restricted funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund balances carried forward</b>		<b>£2,766,401</b>	<b>£193,560</b>	<b>£3,000</b>	<b>£2,962,961</b>	<b>£3,034,472</b>

**CONTINUING OPERATIONS**

None of the charity's activities were acquired or discontinued during the above two years.

**TOTAL RECOGNISED GAINS AND LOSSES**

The charity has no recognised gains or losses other than the net movement in funds for the year.

The notes on pages 10 to 19 form part of these financial statements.



# KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY


## CONSOLIDATED BALANCE SHEET AS AT 31 MARCH 2002

	<u>Notes</u>	<u>2002</u>	<u>2001</u>
<b>FIXED ASSETS</b>			
Tangible Assets	6	290,579	333,791
Investments	7	588,932	590,759
		879,511	924,550
<b>CURRENT ASSETS</b>			
Stocks	8	27,528	24,758
Debtors	9	124,651	80,751
Cash at Bank and in Hand	10	2,140,179	2,139,739
		2,292,358	2,245,248
<b>CREDITORS</b>			
Amounts falling due within one year	11	208,908	135,326
<b>NET CURRENT ASSETS</b>		2,083,450	2,109,922
<b>NET ASSETS</b>		£2,962,961	£3,034,472
<b>RESERVES</b>			
General Fund	12	2,766,401	2,819,590
Investment Fund	12	193,560	214,882
Restricted Funds	12	3,000	-
		£2,962,961	£3,034,472

Approved by the Board of Trustees on  
behalf by

23 January 2003 and signed on their

  
M Baker  
CHAIRMAN

  
Dr B Vasudaven  
TRUSTEE

The notes on pages 10 to 19 form part of these financial statements.

# KENT AIR AMBULANCE TRUST

## BALANCE SHEET AS AT 31 MARCH 2002

	Notes	2002	2001
<b><u>FIXED ASSETS</u></b>			
Tangible Assets	6	290,579	333,791
Investments	7	588,934	590,761
		<u>879,513</u>	<u>924,552</u>
<b><u>CURRENT ASSETS</u></b>			
Stocks	8	-	3,467
Debtors	9	158,874	165,895
Cash at Bank and in Hand	10	2,102,914	2,043,521
		<u>2,261,788</u>	<u>2,212,883</u>
<b><u>CREDITORS</u></b>			
Amounts falling due within one year	11	176,885	106,635
<b><u>NET CURRENT ASSETS</u></b>			
		<u>2,084,903</u>	<u>2,106,248</u>
<b><u>NET ASSETS</u></b>			
		<u>£2,964,416</u>	<u>£3,030,800</u>
<b><u>RESERVES</u></b>			
General Fund	12	2,767,856	2,815,918
Investment Fund	12	193,560	214,882
Restricted Funds	12	3,000	-
		<u>£2,964,416</u>	<u>£3,030,800</u>

Approved by the Board of Trustees on 23 JANUARY 2003 and signed on their behalf by

  
M Baker  
CHAIRMAN

  
Dr B Vasudayen  
TRUSTEE

The notes on pages 10 to 19 form part of these financial statements.

## **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

### **NOTES FORMING PART OF THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 MARCH 2002**

#### **1. ACCOUNTING POLICIES**

##### **Basis of Preparation**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2000 and applicable accounting standards.

The statement of financial activities (SOFA) and balance sheet consolidate the financial statements of the charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The accounts of various lottery societies operating in the charity's name are not consolidated as their operation and control is considered to be independent of the Kent Air Ambulance Trust.

The charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and has adapted the Companies Act formats to reflect the nature of the charity's activities. No separate SOFA has been presented for the charity alone as permitted by Section 230 of the Companies Act 1985 and paragraph 304 of the SORP.

##### **Cash Flow Statement**

The company qualifies as a small company under the Companies Act 1985. The directors have elected to take advantage of the exemption under FRS 1 not to prepare a cash flow statement.

##### **Company Status**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

##### **Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements (where applicable). Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

##### **Incoming Resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

## **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

### **NOTES FORMING PART OF THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 MARCH 2002**

#### **1. ACCOUNTING POLICIES (continued)**

##### **Resources Expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of the resources.

Fund raising costs are those incurred in seeking voluntary contributions and do not include the cost of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

##### **Tangible Fixed Assets and Depreciation**

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition. Depreciation is provided on all tangible fixed assets at annual rates calculated to write off the cost, less estimated residual value of each asset evenly over its anticipated useful life as follows:

Leasehold Improvements	10% straight line over lease term
Plant and Equipment	10% on written down value
Fixtures and Fittings	20% on written down value
Computer Equipment	25% on written down value
Helicopter Equipment	20% on written down value
Motor Vehicles	25% on written down value

##### **Leased Assets**

Operating lease rentals are charged to the profit and loss account as incurred.

##### **Investments**

Investments are stated at net market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

##### **Stock**

Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value. Items donated for resale or distribution are not included in the financial statements unless they are sold or distributed.

##### **Value Added Tax**

Irrecoverable value added tax is aggregated with the expenditure to which it relates.

# **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

## **NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002**

**(Continued)**

### **1. ACCOUNTING POLICIES(continued)**

#### **Finance and Operating Leases**

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation represents the finance charges. Finance charges are written off to the SOFA over the period of the lease, so as to produce a constant periodic rate of charge.

### **2. INCOMING RESOURCES**

#### **Donations**

	<b><u>2002</u></b>	<b><u>2001</u></b>
Donations (not arising from events)	247,280	279,442
Donation for Specified Purpose(transferred to Restricted Funds)	3,000	-
Collection Boxes	93,259	79,095
Payroll Giving	66,424	16,997
Waiver of rent (see also note 13)	22,913	22,913
	<b>£432,876</b>	<b>£398,447</b>

#### **Legacies**

	<b><u>2002</u></b>	<b><u>2001</u></b>
Legacies	93,105	69,882
In Memoriam	102,730	74,044
	<b>£195,835</b>	<b>£143,926</b>

#### **Investment Income**

	<b><u>2002</u></b>	<b><u>2001</u></b>
Unit Trusts (including scrip dividends)	19,495	16,420
Bank Deposit Interest	84,763	118,926
	104,258	135,346
Bank Deposit Interest - Trading Subsidiary	1,407	3,000
	<b>£105,665</b>	<b>£138,346</b>

#### **Other Income**

	<b><u>2002</u></b>	<b><u>2001</u></b>
Talks	7,351	5,068
Helicopter Patient Transfers	3,000	-
Other Income - Trading Subsidiary	-	5,000
	<b>£10,351</b>	<b>£10,068</b>

#### **Fundraising Events**

	<b><u>2002</u></b>	<b><u>2001</u></b>
Group Fund Raising and Events	430,625	363,682
Car/Community Draw/Raffles	49,994	50,526
	<b>£480,619</b>	<b>£414,208</b>

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2002  
(Continued)**

**3. NET INCOME FROM TRADING ACTIVITIES OF SUBSIDIARY**

The charity has one trading subsidiary, Kent Air Ambulance Appeal Limited. A summary of its trading results is shown below:

	<u>2002</u>	<u>2001</u>
<b>Turnover</b>	90,267	66,711
Cost of Sales	-55,317	-29,386
<b>Gross Profit</b>	34,950	37,325
Other Income	-	5,000
Interest Receivable	1,407	3,000
<b>Overheads</b>		
Administrative Expenses	-10,229	-4,081
Interest Payable	-477	-
Tax Borne on Deposit Interest	-	-115
	-10,706	-4,196
Consolidated income from Subsidiary	25,651	41,129
Management charge and interest paid to Kent Air Ambulance Trust	-30,775	-21,679
Donation made to Kent Air Ambulance Trust under Gift Aid	-	-5,435
Retained Profit/(Loss) for the Year	-5,124	14,015
Retained Profit/(Loss) Brought Forward	3,672	-10,343
Retained Profit/(Loss) Carried Forward	-£1,452	£3,672

**4. ANALYSIS OF TOTAL RESOURCES EXPENDED**

	<u>2002</u>	<u>2001</u>
<b>Direct Charitable Expenditure</b>		
Air Ambulance running costs	775,728	764,414
Air Ambulance Crew costs	81,278	128,244
Nurses salary	30,557	22,320
Depreciation of Helicopter Equipment	10,400	11,796
Loss on disposal of Helicopter Equipment	115	-
	898,078	926,774

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2002**

(Continued)

**4. ANALYSIS OF TOTAL RESOURCES EXPENDED**

**Fundraising and Publicity**

	<b>2002</b>	<b>2001</b>
Salaries and National Insurance	122,437	101,227
Temporary Staff	8,954	9,506
Consultancy Fees	27,000	23,625
Charity Shop Management Fees	2,000	8,000
Advertising, Promotion and Publicity	95,461	66,393
Other Costs	33,774	21,293
	<b>£289,626</b>	<b>£230,044</b>

**Management and Administration**

	<b>2002</b>	<b>2001</b>
Salaries and National Insurance	143,759	123,437
Temporary Staff	8,954	9,506
Professional Fees	17,727	8,880
Other Costs	30,835	35,896
	<b>201,275</b>	<b>177,719</b>
Trading Subsidiary Overheads (see note 3)	10,706	4,196
	<b>£211,981</b>	<b>£181,915</b>

Included in other costs is the cost of trustees' liability insurance (including professional indemnity cover) amounting to £2,363 (2001 - £1,626).

**Support Costs and Depreciation**

	<b>2002</b>	<b>2001</b>
Property Expenses	86,638	87,240
Depreciation	16,669	11,808
Loss on Disposal of Fixed Assets	906	-
	<b>£104,213</b>	<b>£99,048</b>

**5. TOTAL RESOURCES EXPENDED**

Total Resources Expended is stated after charging:

	<b>2002</b>	<b>2001</b>
Auditor's Remuneration-as auditors	5,300	3,500
-other services	2,400	5,380
Operating Leases - Land and Buildings	54,638	43,295
Helicopter (standing charges)	460,611	447,057
Other	4,559	6,424
Depreciation - Leasehold	21,424	20,967
Plant and Flying Equipment	10,400	11,796
Fixtures, Fittings and Computer Equipment	16,669	11,808
Loss on Disposal of Fixed Assets	1,021	-

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2002  
(Continued)**

**5. TOTAL RESOURCES EXPENDED**

<b>Staff Costs (excluding temporary staff)</b>	<b>2002</b>	<b>2001</b>
Wages and Salaries	271,515	227,167
Social Security Costs	25,238	19,817
	<b>£296,753</b>	<b>£246,984</b>

The average number of employees, analysed by function was:

	<b>Number 2002</b>	<b>Number 2001</b>
Management and Administration	7	7
Fundraising and Publicity	6	7
Direct Costs (Nurse)	1	1
	<b>14</b>	<b>15</b>

No employee earned in excess of £60,000 per annum.

No remuneration was paid to trustees in the year.

**6. TANGIBLE FIXED ASSETS**

**Group and Company**

**Cost**

	<b>Leasehold Improvements</b>	<b>Helicopter Equipment (incl plant)</b>	<b>Motor Vehicles</b>	<b>Computer Equipment</b>	<b>Office Equipment</b>	<b>TOTAL</b>
At 1 April 2001	214,240	94,395	-	23,294	71,597	403,526
Additions		362	1,175	4,039	760	6,336
Disposals		-250			-1,786	-2,036
At 31 March 2002	214,240	94,507	1,175	27,333	70,571	407,826

**Depreciation**

At 1 April 2001	25,493	23,099	-	10,140	11,003	69,735
Disposals	-	-135	-	-	-845	-980
Provided in the year	21,424	10,399	294	4,292	12,083	48,492
At 31 March 2002	46,917	33,363	294	14,432	22,241	117,247

**Net Book Value**

At 31 March 2002	£167,323	£61,144	£881	£12,901	£48,330	£290,579
At 31 March 2001	£188,747	£71,296	-	£13,154	£60,594	£333,791



# **KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

## **NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002**

(Continued)

### **7. FIXED ASSET INVESTMENTS**

#### **Group and Company**

#### **Market Value**

At 1 April 2001

Purchases in year (including scrip dividends)

Decrease in Valuation

At 31 March 2002

At 31 March 2001

Shares In Subsidiary Company	Unrestricted: Quoted Investments	TOTAL
2	590,759	590,761
-	19,495	19,495
-	-21,322	-21,322
£2	£588,932	£588,934
£2	£590,759	£590,761

Quoted Investments comprises the following:

#### **Unit Trusts**

Charities Aid Foundation Income Fund

Charities Aid Foundation Ethical/Socially Responsible Fund

Charities Aid Foundation Balanced Growth Fund

Cost	Market Value
77,474	81,746
10,176	8,252
307,721	498,934
£395,371	£588,932

#### **Movement on Investments**

Market value at beginning of year

Purchases in year

Disposals in year

Market value at end of year

Decrease in value (note 12)

590,761
19,495
-
610,256
-588,934
-£21,322

# KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002

### 7. FIXED ASSET INVESTMENTS Cont/d...

The assets and liabilities of the Subsidiary were;

#### **Current Assets**

	<u>2002</u>	<u>2001</u>
Stock	27,528	21,291
Debtors	29,334	27,111
Cash at Bank	37,265	96,218
	94,127	144,620

#### **Creditors: Amounts Due Falling Within One Year**

-95,577	-140,946
-1,450	3,674

#### **Representing:**

#### **Capital and Reserves**

Called up Share Capital	2	2
Profit and Loss Account	-1,452	2,672
	-1,450	2,674

Creditors includes loan and current account balances totalling £63,555 (2001 : £106,820) as detailed in note 9.

### 8. STOCKS

	<u>2002</u>		<u>2001</u>	
	<u>Company</u>	<u>Group</u>	<u>Company</u>	<u>Group</u>
Goods for Resale	-	£27,528	£3,467	£24,758

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2002**

**9. DEBTORS**

**Amounts falling due within one year**

Trade Debtors  
Loans to Subsidiary Company  
Current Account with Subsidiary  
Other Debtors  
VAT Repayable  
Prepayments and Accrued Income

<b>2002</b>		<b>2001</b>	
<b>Company</b>	<b>Group</b>	<b>Company</b>	<b>Group</b>
-	20,068	-	-
-	-	17,000	-
63,555	-	89,820	-
12,316	13,338	5,622	27,298
-	8,242	-	-
83,003	83,003	53,453	53,453
158,874	124,651	165,895	80,751

A loan £17,000 advanced in 1997 was repaid in the year. The current account balance of £63,555 is interest free and has no fixed date for repayment.

**10. CASH AT BANK AND IN HAND**

Bank Current Account  
Bank Deposit Accounts  
Investment Deposit Account  
Petty Cash

<b>2002</b>		<b>2001</b>	
<b>Company</b>	<b>Group</b>	<b>Company</b>	<b>Group</b>
1,795	-49,079	111,529	113,012
139,971	228,110	-38,239	56,496
1,960,898	1,960,898	1,969,981	1,969,981
250	250	250	250
£2,102,914	£2,140,179	£2,043,521	£2,139,739

**11. CREDITORS**

**Amounts falling due within one year**

Trade Creditors  
Other Taxation and Social Security  
Accruals and Deferred Income

<b>2002</b>		<b>2001</b>	
<b>Company</b>	<b>Group</b>	<b>Company</b>	<b>Group</b>
159,447	187,232	93,506	111,297
6,472	6,472	6,428	12,293
10,966	15,204	6,701	11,736
£176,885	£208,908	£106,635	£135,326

**KENT AIR AMBULANCE TRUST AND ITS SUBSIDIARY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2002**

(Continued)

**12. RECONCILIATION OF MOVEMENTS IN FUNDS**

<u>Company</u>	<b>General Fund</b>	<b>Investment Fund</b>	<b>Restricted Fund</b>	<b>TOTAL</b>
At 1 April 2001	2,815,918	214,882	-	3,030,800
Movement for the financial year	-48,062	-21,322	3,000	-66,385
At 31 March 2002	£2,767,856	£193,560	£3,000	£2,964,415

<u>Group</u>	<b>General Fund</b>	<b>Investment Fund</b>	<b>Restricted Fund</b>	<b>TOTAL</b>
At 1 April 2001	2,819,590	214,882	-	3,034,472
Movement for the financial year	-53,189	-21,322	3,000	-71,512
At 31 March 2002	£2,766,401	£193,560	£3,000	£2,962,960

**13. 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
- Within Two to Five Years
- Greater than 5 years

<b>Motor Vehicles</b>	<b>Land and Buildings</b>	<b>Helicopter</b>
-	-	-
4,222	-	-
-	# 54,638	644,903
£4,222	£54,638	£644,903

# The landlord has indicated its willingness to waive annual rent amounting to £22,913, and to raise £7,000 in donations towards the balance payable. Any shortfall in the £7,000 is covered by the landlord. In the year to 31 March 2002, the landlord raised £9,975 in donations. £7,000 of this is included in income as donations and the balance has been carried forward to 2003.