



# Annual Report 2009

County of Sussex

## OUR VISION IS:

Everyone who needs it should receive First Aid from those around them. No one should suffer from the lack of trained First Aiders.

## OUR MISSION IS:

To provide effective and efficient charitable First Aid services to local communities

To provide training and products to satisfy First Aid and related health and safety needs for all of society

To encourage personal development of people of all ages, through training and by membership of our organisation.

Pro fide  
pro utilitate hominum



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## The names of the members of the Sussex St John Council who have served during the year

**Mr Peter Field CStJ**, Lord Lieutenant of East Sussex  
(joint President of Council)  
**Mrs Susan Pyper CStJ**, Lord Lieutenant of West Sussex  
(joint President of Council)  
**Mr Patrick Burgess, MBE CStJ** (Chairman)  
**Dr James Walsh, CStJ RD**  
(County Commander and Vice-Chairman)  
**Mrs Daphne Bagshawe** (retired March 2009)  
**Dr Peter Beaumont SBSStJ** (County Medical Officer)  
**Lady Bennett DL**  
**Mr Bill Booker, OStJ** (Fellowship Representative)  
**Mr Alan Caffyn DL**  
**Mr Tub Collins** (County Executive Officer)  
**Mr Tom Colville, TD, SBSStJ** (Treasurer)  
**Mr Paul Dedman, SBSStJ** (County Director)

**Mrs Lynda Felton-Scott** (County Nursing Officer)  
**The Very Reverend Ian Gibson** (County Chaplain)  
**Mr Colin Keywood, OStJ**  
(Commissioner Operations, retired June 2009)  
**Mr Victor Law, KStJ** (The Eye Hospital Representative)  
**Mrs Ann Marks SSSStJ**  
**Lady Marshall, SSSStJ** (retired December 2009)  
**Mr Keith Millar DL**  
**Mr Paul Roots SBSStJ**  
(Commissioner Operations from June 2009)  
**Mr Peter Ross** (Chair, County Property Committee)  
**Mrs Phyllida de Salis, OStJ** (retired June 2009)  
**Major Mark Scrase-Dickins, CMG, DL, SBSStJ**  
(County President)  
**Mrs Hannah Tombs** (Commissioner Youth)

# Welcome



**Patrick Burgess**  
Chairman  
of Council

Dedication is undoubtedly the first of the five words associated with St. John which sums us all up. The others are: first aid, care, and community.

The 737 adult members and 499 cadets and badgers who make up St. John Ambulance, Sussex have demonstrated this in a very remarkable way over the last 12 months, as you will see from the Reports of our senior volunteers on the following pages, in floods and fire and snow, as well as providing support and safety for large parts of the people of Sussex in their leisure activities. St. John comes into its own as a [fourth] arm of this country's emergency services.

Only, of course, we receive no government support at all. Under the patronage of the Crown, our members work, professionally and unstintingly, "for the benefit of mankind" (as the Order's old motto says.)

As always, when the task is rescuing, healing, helping, caring for other human beings, there is always a satisfaction in exercising skills and

providing a much needed service to everyone in our community, but there is also a great pride in doing it well, as we believe we do. We train hard as well as working hard. Last year in Sussex our members gave 183,903 voluntary hours of service to St. John Ambulance.

We are grateful for the support – moral and tangible, too – which the people of Sussex give us. Our aim is always to do more and to do it better.

If you would like to help in the frontline or behind the scenes, or in a financial way, then our Commissioners at County Headquarters, or the heads of our units across the County would, of course, be glad to welcome you.

In the meantime, I take this opportunity of thanking everyone involved in our work in the last year for all their efforts and invite you to read on as we report, in the following pages, on some of the more remarkable things that we were asked to do in 2009 as well as the usual duties which we carried out in what was quite an eventful year!



# Overview



**Dr James Walsh**  
County  
Commander

## THANK YOU

2009 was as ever a challenging year for St John in Sussex, and all volunteer members and paid staff have risen to them. In common with all counties we migrated our accounts and finance to the Shared Accounting Centre in Sheffield. This caused considerable difficulties in obtaining and reconciling unit and other accounts, and I want to thank everybody both in units and County HQ for their patience and understanding. It is hoped that this will show savings over time.

In July our highly successful Commercial Training was taken over by the regional Commercial Training Division, a national St John subsidiary trading company. Again it is expected that much greater income streams will come to support our charitable outputs, but the move, in the midst of the biggest economic recession for 70 years saw a large and unplanned fall in income to Sussex. Again, my thanks go to all our trainers and other staff for their adaptability.

Our volunteer membership grew slightly again, and our commitment to training and personal development meant a steady growth in professionalism and standard of service at especially the major events such as Pride, London-Brighton bike ride, Lewes Bonfire and Shoreham and Eastbourne airshows. Our regular support to SECamb as well as the immediate and flexible support in both snow and flood emergencies deserved the many plaudits.

## PROPERTY

The provision of better and more suitable unit and training premises continued, with new premises commissioned or opened at Lewes, Bexhill and Crawley, and refurbishment at Littlehampton, Southwick and Crowborough. Our former Commissioner (Operations) Colin Keywood has been appointed County Property Manager, and I am grateful to him and Peter Ross, Property Committee Chairman for their important and effective efforts.

## SENIOR VOLUNTEERS

We all owe a large debt of gratitude to Colin Keywood who retired in June from Commissioner (Operations). Colin achieved a great increase in morale, commitment and standards during his tenure, as well as an overdue rationalisation of our vehicle fleet. His skills have been re-deployed as above. He was succeeded by his very capable deputy, Paul Roots. All Senior Volunteers on the County Management Board have given



unstintingly of their time and skills to ensure sound, professional charitable outputs, within difficult financial constraints, and conducted a 'Root and Branch' review of all income and costs to help live within our means.

## CHAPTER & NHQ

I continued to represent Sussex on Chapter, and at all regional meetings. There were also two meetings of all County Chairmen and Commanders, which can be extremely useful and fruitful. Major discussions have taken place on Commercial Training and the national Marketing Campaign as well as County and national finances. I also serve on the Priory Review Committee (now Governance), the Reserved Appointments Committee (selecting the new Prior) and also the Priory Honours and Awards Committee (chairing its preliminary assessment committee).

## AND FINALLY

2009 was my last full year as Commander, as I complete my 9 year stint in June 2010. In that time as, a team effort, we have helped re-build and brand St John Sussex as a modern, output-driven charity, built on a bedrock of volunteer service, ably assisted by paid staff. We have rationalised and modernised most of our buildings and all of our vehicles, and set higher standards of training and professionalism. Without our committed volunteers' service that could not have happened. The challenge now is to increase public knowledge of and financial support for all our valuable community services. Thank you all!

# Support & Fundraising



**Major Mark Scrase-Dickins**  
County President

Looking back over previous year's reports I find it difficult to say anything new! I remain second to none in my admiration for the work that all our members do for the general public in providing first aid and the many other services that we do. In particular I deeply admire the Homeless Service in Brighton and Hastings and all that they do. It is a sign of our times that such help remains essential, especially bearing in mind the current recession and all that entails for too many people. I have also watched the Youth Department go from strength to strength. This is so important, not just as a recruitment mode for Adult Membership but also for the development for our young people in general. They do us proud! We are happy to provide the Sashes for Cadets of the Year which they wear with pride. I am most grateful to Leslie Garrett and Jean White for their generous help over this.

We, as President's, continue to do our best to support St John Sussex in every way we can. I urge Divisions to make full use of us to assist the work of St John. My Committee continues to raise money to help both the Membership Training program and by giving grants to help Divisions where necessary. Other events such as the Spring Ball, enjoyed by so many, and the Fellowship come to mind. The latter are a marvellous support to us all.



We will continue to do our best to continue this in spite of the difficult days we are in. I would urge you all to support our main fund raising event – the annual Greyhound Race Night each July. We do this on behalf of you all. I am particularly grateful to my Deputy, Mrs Sue Nash, for all her organisation behind this event. We also had the pleasure, as usual, of arranging the Annual Carol Service, which seemed to me a great success and a really nice 'family' St John event. We slightly altered the order of service to achieve this and I am grateful to Mrs Hannah Tombs, our Youth Commissioner, and Canon Ian Gibson, our Chaplain, for all their hard work to make this a memorable occasion. And, of course, Southwick Division for all the backup they gave. My very best wishes to you all and I look forward to seeing you as much as I can over the coming months.

# Operational Services



**Paul Roots**  
Commissioner  
Operations

On St John Day we said goodbye to Colin after 7 years as Commissioner. His dedication and commitment during his tenure means that he has left our County in good health and one that we should all feel proud to belong to. Colin has agreed to continue in a non uniformed support role assisting with property matters across the county.

## RECRUITMENT & RETENTION

Recruitment and retention of members has been and remains a priority for us all. Our ability to encourage new members and keep them will go a long way in ensuring the long term future of St John in Sussex. I am therefore pleased to be able to report that again this year membership has continued to increase and currently stands at 1,236 members.

## PUBLIC DUTIES

A large focus for our community based activities is of course the provision of first aid, medical and ambulance care at public events and 2009 was certainly busy year, with Sussex volunteers providing 183,903 hours of voluntary service. This takes place in a large variety of ways, with countless volunteers giving their time every day of the week at public events small and large. As well as local community events, we also provide significant medical cover and extensive infrastructure at large events throughout the county, including the London to Brighton Bike Ride, Shoreham Airshow, Pride in Brighton & Hove, beach front events in Brighton such as White Air, and dozens of bonfire celebrations, most notably the Lewes celebrations on November 5th. At some of these events St John Ambulance provides in excess of 150 staff, including first aiders, doctors, nurses and vehicle crews.

Our team of nearly 100 qualified ambulance crews also provide support to the NHS ambulance service, providing reserve cover throughout the year. Resources were particularly in demand in the heavy snow in both February and December of 2009 with St John providing 11 four wheel drive ambulances and crews to support the work of the South East Coast Ambulance service and other NHS partners, with cover being provided right around the clock.

## FLEET

We took delivery of the planned vehicles for Uckfield and the Homeless Unit during the year. We continue to review our fleet and recommend replacement to meet local needs, when funds are available.





### SPECIAL UNITS

Our Fit Team, Logistics, Communications Support and Cycle Responder Units have again been busy, providing support at many public events across the county.

We have been working with our colleagues at SECamb to prepare a Memorandum of Understanding relating to Community First Responders. This should be agreed and signed early next year and we hope that this will lead to an increase in the number of St John Responders in the future.

### AMBULANCE RESERVE

We continue to work closely with SECamb and regularly provide vehicles and crews to support the Ambulance Trust. The bad weather this winter has meant that call outs have been higher than previous years, my thanks to everyone who gave their time during this busy period.

### CONCLUSION

Your continued support, in whatever form that might be, is vital to the long term future of St John in Sussex. I would like to thank everyone for the support, dedication and enthusiasm shown during the year, and look forward to what is already looking like a very busy 2010.

# Training & Transport



**Paul Dedman**  
County Director

This past year has seen a significant change in the structure and management of training in the County of Sussex. The long awaited new training company for commercial training courses was implemented in our County at the middle of the year.

The County Management Board and our CEO knew that this would be a stressful time for the staff and could cause disruption to the training courses supplied to our local Companies and our other customers, if not handled with care and understanding. Our staff once again showed outstanding cooperation when they needed to be flexible in their working practices to cope with the needs of our customers whilst the management activities were transferred to the new regional structure. Through those efforts Sussex successfully trained 10,939 people in 2009. I thank them for all their hard work in a difficult time of continual change and wish their new company every success in growing the customer commercial training courses in the region and increasing the course incomes by populating the courses.

We in Sussex now will focus much more on the training of volunteers and have set a target for trainer availability in every unit in the County and maintaining continual improvements in training from induction training and first aid through the leadership courses to advanced first aid and E.T.A. training.

The Training Committee is in the process of agreeing a recognised external qualification for volunteer trainers and will shortly introduce a new training 'passport' for all members in Sussex. The success of the externally recognised courses for training of Cadet Trainers will not be lost on their transfer to adult units as it is hoped to supplement their training with a bridging course to enable them to be adult trainers for the units they join.

I wish to thank the members of the training Committee for all their hard work throughout a very eventful year and especially to Gill Plummer my Deputy, Pam Riddall County Training Verifier, Sally Elliott County Training Officer Operations and to Kathryn Trower County Training Officer Youth for their full support and depth of knowledge in their respective areas of training.



## PATIENT TRANSPORT SERVICES

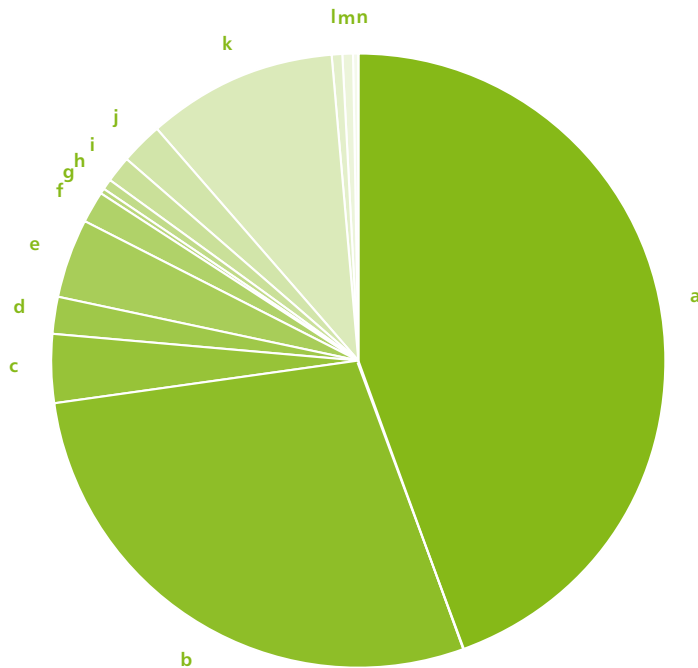
PTS has had a very full and active year in serving our customers with a focus of increasing the customer base at a time of financial restraint within this area of the Health Services budgets. In the first quarter of this year our biggest customer SECAMB accepted all crews willing to work on A&E, and therefore we supplied all possible to increase income. From April they requested crews only when required by them; this resulted in a significant drop in income from this segment of our income stream, for two months, until the Swine Flu problems increased work and the patient and A&E work once again started to increase.

This was the time of year that sporting event cover is increasing and also an area that we know can be developed to greater incomes. Horse racing event cover has increased and is now extended into the late autumn and a new area of event cover with Moto GP added too many other smaller outside events has generated income and fully employed our crews.

This year we welcomed Clinton Johnson and Bryan Winn to the crew teams and both have settled into the work patterns well and add to the teams abilities.

Towards the end of the year the snow and bad weather increased our working and allowed us to disperse our 4x4 vehicles across the County for SECAMB and BSUH accident and emergency cover.

Total income generated by PTS in 2009 was £417,447. You can see from the pie chart opposite how the segments of work areas have been developed and I thank the PTS Operations Manager Matthew Codling for his hard work and continual focus on growing the business.



- |   |                                     |
|---|-------------------------------------|
| <b>a</b> South East Coast Ambulance Service (NHS) | <b>g</b> Other Statutory            |
| <b>b</b> Brighton Sussex University Hospitals     | <b>h</b> West Sussex County Council |
| <b>c</b> Older People Community Assessment Team   | <b>i</b> East Sussex County Council |
| <b>d</b> Worthing & Southlands Hospitals          | <b>j</b> South Downs Health         |
| <b>e</b> Events                                   | <b>k</b> Private Patients           |
| <b>f</b> West Sussex Primary Care Trust           | <b>l</b> East Sussex Hospitals      |
|   | <b>m</b> Inter-SJA Partnerships     |
|   | <b>n</b> Stoke Mandeville Hospital  |



# Young Volunteers



**Hannah Tombs**  
Commissioner  
Youth

## CADET OF THE YEAR

January saw Myles Harris from Chichester Cadets represent Sussex at the National Cadet of the Year Competition in Nottingham. Later on in the year Myles attended the Grand Priors Reception at Buckingham Palace alongside the other 43 Cadets who participated in the national competition.

The Sussex Cadet of the Year competition took place in February at Sussex Headquarters and Katie Norton from Worthing Cadet division was named as the 2009/2010 Sussex County Cadet of the Year. Callum Funnell from Ringmer Quad took office as the Lord Lieutenant's Cadet for East Sussex, and Jonathan Harrold from Crawley Cadets took office as the Lord Lieutenant's Cadet for West Sussex.

## BADGER OF THE YEAR

The Badger of the Year competition was held at the start of February. Matthew Stevens from Hastings Badger Sett was named the 2009/2010 Sussex Badger of the year.

## TRAINING

Once again 2009 was a busy year for youth training, we have during the year run Cadet Leadership One and Two, Cadet Trainer One, Out About and Overnight, plus many other courses. We have continued to enjoy the use of Sussex Headquarters at Hollingbury this year for many of the shorter courses plus the superb facilities at Lodge Hill for residential youth courses.



## YOUTH PARTICIPATION

During the year our County Youth Assembly and their lead team have met on a regular basis. The assembly has had the opportunity to discuss both policy and direction within the County. In June James Funnell finished his two year term of office as Chairman; Myles Harris was elected as the incoming Chairman. The County Youth Assembly ensures that all youth members are given the opportunity to discuss what really matters to them and whilst we have a strong assembly the geographical size of the County remains a challenge with some areas not being fully represented.

## LINKS

Brighton and Sussex LINKS continues to thrive under the Chairmanship of Hannah Pool, membership for the year has remained strong; and the unit has given many hours of public

service both on and off campus, in particular the unit supports major county events with many members returning during the summer break to support events such as 'Pride in Brighton and Hove'. 2009 also saw the launch of Eastbourne LINKS, who have in their first year worked closely with their local unit in Eastbourne to gain their qualifications and start to attend public events both locally and county led.

### SPRING BALL

In April we held our second annual spring ball, the event was open to all members over the age of 16; our incoming and outgoing Cadet of the Year teams attended as guests of honour. The evening was highly enjoyable and well supported by members from across the County.

### CAMPING AND ADVENTURE

We held a number of camping and adventure events during 2009. The season started with our Weekend camp which was held at Blackland Farm Girl Guide campsite in Sharpethorne. Our County Summer camp was held at Hillside Scout camp in Small Dole; we had 60 Cadets and Badgers attend for a fun packed week, all went home happy, tired and dry! 2009 was the first time in 10 years that we had a totally rain-free week. Throughout the summer season Andy Holter and his Duke of Edinburgh Award team continued to train and all members completed the expedition element of the award by the time that the autumn arrived. September was the month for adventure weekends: at the start of the month the 18-25 group spent a weekend at the Little Canada PGL centre on the Isle of Wight, at the end of the month Cadets went off to Surrey to another PGL centre. Both weekends were a great success with all participants enjoying both personal and teamwork challenges. We ran one Out About and Overnight course during the year training an additional 14 members. This allows youth leaders to take their members away from their units for periods up to 24 hours.

### ANNUAL AWARDS AND RECOGNITION EVENING

In June we held our first Awards and Recognition evening at Sussex Headquarters. The evening was a great success with Adult Members, Cadets and Badgers receiving awards such as Service Medals and Bars, Grand Prior awards and Super Badger awards.

### YOUTH STRATEGY

Following the launch of the National Youth Strategy in 2007 and the Sussex Youth Strategy implementation plan in 2008, we review our progress against outcomes twice per year. These reviews are completed by members of the County Lead team and the youth team. At the end of 2009 we had made significant progress meeting key objectives such as an annual awards evening. We look forward to continuing work as we move into the New Year.

### CONGRATULATIONS

It is my great privilege to work with so many remarkable young people within our organisation, during 2009 we saw 15 Badgers achieve their Super Badger award, 19 Cadets achieve their Grand Prior award and one Cadet achieve 2 Amalfi awards. My sincere congratulations to you all!



# Homeless Services



**Markie Barratt**  
Homeless Services  
Manager

Our Homeless Service aims to deliver a high quality primary health care and first aid service to homeless and vulnerably housed people by providing a nurse-led, client focused, health, educational, informative and practical outreach service. Drop-in clinics are run in Brighton and Hastings and specialised training courses are run for those working in the homeless field.

At each session that we run there is a nurse (often a volunteer) and a minimum of one other trained volunteer. Clients are offered an extensive primary health care service alongside a general support, advice, advocacy and first aid service. Podiatry (foot care) services are also offered on a regular basis. We see some service users on a one-off basis, who are sign-posted to other services where they receive the help they need to find accommodation and lead a more settled life-style. Other clients we see on many occasions before they feel supported and confident enough to take the necessary steps to make these changes in their lives.



## BRIGHTON HOMELESS SERVICE

The Brighton service runs four sessions per week, one from our mobile unit on the seafront, one from a night shelter and hostel and two from our mobile unit based outside local day centres. The service works closely with local voluntary and statutory support agencies and we have particularly close links with the Morley Street Homeless Healthcare Service which offers

primary health care specifically to homeless people. Since 2001, the first full year of the Brighton Homeless Service, the numbers of people seen has gone up from 652 to 1592 in 2009. During the year we started to provide a clinic at First Base Day Centre. This was well received and the clinic is now provided from our Mobile Unit based outside First Base Day Centre on a Monday morning.

## HASTINGS HOMELESS SERVICE

The Hastings service runs four sessions a week which are all run from the Seaview Project, a day centre in St Leonards-on-Sea for local vulnerable people. During 2009 the Hastings Homeless Service had 1417 client interactions in total, compared with 1614 during 2008: a reduction by 12%, but comparable to other years prior to 2008 (which was an especially busy year). Of those 1417 contacts, 165 were with clients who were seen by the Service for the first time, representing 11.6% of all contacts compared with 9.2% (150 new clients) in 2008.

In 2009 the grant from Hastings and Rother Primary Care Trust to undertake a one-year research project to monitor and report on the health needs of homeless and vulnerably housed patients leaving the Conquest Hospital in Hastings came to an end. We have however continued to deliver a service to homeless and vulnerably housed patients leaving the hospital.

## HOMELESS TRAINING SERVICE

Our training is designed to meet the needs of staff, clients and volunteers working within the homeless, drug and alcohol fields and incorporates first aid training alongside specialist medical information. The Homelessness & Health Training package incorporates a series of specialist subject areas and is designed to cover medical emergencies that may be encountered amongst street homeless, drug users and other vulnerable populations.

The modules include: Overdose Aid (primarily opiate-related), Universal Precautions, Drugs, Alcohol & First Aid, Basic Hepatitis Awareness, Deep Vein Thrombosis, Wound Care, Safer Injecting and Sharps Injuries. The modules can be selected and put together to suit the needs of a particular workplace / client group so offers a flexible approach to workplace training.

During 2009 training was delivered to 734 students over 100 sessions, an increase of 33% compared to 2008.



# Fellowship



**Bill Booker**  
Fellowship  
Representative

Once more I have pleasure in submitting the Annual Report for the Fellowship in Sussex. I must report that the most important happening in 2009 is that I have at last been appointed to the St John Council in Sussex. It has been a long time coming but I now feel that the Fellowship is an equal member of the St John family; who knows, at this rate I may still get promoted in the Order! It probably does not mean that my successor will automatically inherit this right but it is a step in the right direction.

In 2009 unfortunately we lost a few members because they were called to 'higher places'. All were staunch supporters of their various branches and I know they will be sadly missed by all who knew them. We have gained a few new members this year and I really hope they will enjoy their future in the Fellowship family. The numbers remain fairly constant throughout the County but we desperately need an injection

of new blood so if anyone reading this report is interested, please contact me and I will gladly put you in touch with your nearest branch. I am sure you will enjoy the company.

In April ten Sussex members attended the National Annual General Meeting held in Blackpool, which gave us all an opportunity to meet others from various parts of the country. It was a long way to go but I think everyone had a good time and found it well worth the effort. I record my thanks to the county Management Board for their help in defraying the cost. The 2010 National AGM is being held at Bracklesham Bay in Sussex and I hope Sussex will be well represented.

In July, at the instigation of both Area Presidents, namely June Tombs and Bert Sharpe, the Fellowship arranged a ploughman lunch at Southwick with the intention of boosting the funds for the much improved Museum being built at St John Gate. The support received was brilliant and the money raised, plus the incredible plate collection made afterwards, together with a donation from Lady Fiona Barttelot, the National President, resulted in Sussex being awarded a 'Silver Key' which will give us certain privileges when the Museum opens late in 2010. This key will be displayed at County HQ sometime in the future. My thanks to everyone who helped at and supported this event.

During the year I attended Annual General Meetings at Eastbourne, Crowborough, Crawley and Southwick and early in 2010 Littlehampton. Not only did this allow me to meet many people but I was able to pass on useful information. My wife and I were invited to various functions throughout the year, including a trip with Crowborough on the Bluebell Line, with cream tea and Christmas lunch at Crawley. Wherever we go we are made most welcome, which highlights the Fellowship spirit.

In concluding this report I must remind the Fellowship members of the need to replace me on the National Central Committee. I am at present representing Sussex as the Regional Representative, and will continue to do this until my period of office expires but if anyone is interested in the Sussex post please tell me and I will help with your election. Rest assured that Sussex will always remain my no.1.



# Achievements

## ADULT MEMBER OF THE YEAR

Keith Dale - Horsham

## CADET OF THE YEAR

Katherine Norton – Worthing Cadets

## LORD LIEUTENANT'S CADET, WEST

Jonathan Harrold – Crawley Cadets

## LORD LIEUTENANT'S CADET, EAST

Callum Funnell – Ringmer Quad

## BADGER OF THE YEAR

Matthew Stevens – Hastings

## SUPER BADGER

Hannah Lane – 1st Rye Badgers

Josie Martin – 1st Rye Badgers

Cerys Brooks – Crawley Badgers

Kate Demol – Crawley Badgers

Bethany Beesley – Eastbourne Badgers

Hannah French – Eastbourne Badgers

Caleb Mole – Eastbourne Badgers

Matthew Lander – Goring Badgers

Megan Tombs – Goring Badgers

Tommi Louch-Stevens – Lewes Quad

Brandon Bourner – Rye Quad

Maddy Sanderson – Rye Quad

Shannon Greenfield – Steyning Modern

August Porter – Steyning Modern

Lawrence Gillians –

Willington & Polegate Badgers

## GRAND PRIOR AWARD

Richard Smith – Rye Quad

Michaela Cope – Rye Quad

Melanie Kerrs – Bognor Regis Adults

Joanna Scully – Littlehampton Quad

Dean Greenfield – Steyning Modern

Claire Busby – Steyning Modern

Aiden Spinks – Worthing Cadets

Katherine Norton – Worthing Cadets

Zoe Goacher - Worthing Cadets

Rebecca Southwick – Worthing Cadets

Nicholas Beynon – Worthing Cadets

Jamie Jenkins – Worthing Cadets

Melissa Springham – Littlehampton Quad

Callum Funnell – Ringmer Quad

Jennifer Roberts – Ringmer Quad

Clare Crocker – Bognor Regis Cadets

Chloe Isted – Bognor Regis Cadets

Sarah Lamb – Bognor Regis Cadets

Victoria George – Brighton Quad

## AMALFI AWARD

### RED AWARD

Jo Scully - Littlehampton Quad

### BLUE AWARD

Jo Scully - Littlehampton Quad

## 12 YEAR SERVICE MEDAL

Mark Walder – Uckfield Quad

Steve Topley – Uckfield Quad

Ricky Bennett – Southwick Quad

### 1ST BAR

Anthony Garrard – Horsham Adults

Jan Morgan – Horsham Adults

Gill Sell – Portslade & Shoreham Quad

Daniel May – Sussex County

Elizabeth Burchell – Western Area

Michael Lawrence – Southwick Quad

Joyce Morgan – Mid Sussex Area

### 2ND BAR

Alison Bennett – Crawley Adults

Susan Arlett – Lewes Quad

Stephen Payne – Sussex County

### 3RD BAR

Kate Dean – Bognor Regis Adults

Ian Porritt – Eastern Area

Stephen Homan – Uckfield Quad

Leigh Hancorn – Western Area

### 4TH BAR

Joan Foord – Ringmer Quad

Peter Cheung – Hove & Hangleton Adults

Christine McIntyre – Bognor Regis Cadets

### 5TH BAR

Rosemary Hall – Eastbourne Quad

### 7TH BAR

Simon Rockingham – Western Area

## 25 YEAR SERVICE

Dave Beard – Ringmer Quad

Stuart Matthews – Sussex County

John Wright – Southwick Quad

Robin Marlow – Seahaven Quad



## HONOURS

The most Venerable Order of The Hospital of St John of Jerusalem is one of the oldest Orders of Chivalry in the world. Investitures take place at The Priory Church in St John's Gate, London and in 2009 the following Sussex members have been admitted or promoted as sanctioned by the Sovereign Head of the Order, Her Majesty the Queen

### COMMANDER (BROTHER):

Mr P Field Lord Lieutenant East Sussex  
Surgeon Captain J M M Walsh RD RNR

### COMMANDER (SISTER):

Mrs S Pyper Lord Lieutenant West Sussex  
Miss S L Holmes

### SERVING BROTHER:

Mr M Farnham  
Mr L V L Hancorn

### SERVING SISTER:

Mrs C Hudson  
Mrs S J Porritt  
Mrs M Masters  
Mrs S P Watts  
Miss J E Tillyard

# Financial Report 2009



**Tom Colville**  
County  
Treasurer

## INTRODUCTION

In last year's financial report, we looked ahead to a tough year in prospect. It lived up to our expectations. In the three main areas of uncertainty, the economic situation, the transfer of our training activity to the national Commercial Training Department and our joining the St John Ambulance Shared Accounting Centre, only the last has shown benefits.

There can be no doubt that our accounting practices are now on a significantly more consistent and disciplined basis than previously. Management controls and information are now readily available and, while inevitably there have been teething troubles, we can now rely on much more robust figures than previously. Moreover, the assumption of responsibility for control of debtors by the SAC and the associated provisioning policies have imposed a rigour on our invoicing practices that will yield considerable benefits for the future.

The other two challenges we faced have not had such beneficial results.

## FINANCIAL OUTCOME FOR 2009

While the summary financial information presented on the following pages reflects the format required by the most recent (2005) Statement of Reporting Practice (SORP) for charity accounts, it does on the face of it present a picture which is somewhat benign, and it is necessary to look behind the headline numbers to understand our financial situation.

An overall shortfall for the year of £17,500, including a £10,000 donation to the St John Eye Hospital in Jerusalem, might appear a satisfactory result in a difficult year. However detailed within this result lies an operating deficit (i.e. the result before extraordinary items such as gains on property sales and investments) of just over £350,000, compared to the previous year's figure of £76,000. The principal causes of this operating deficit were two-fold.

There can be no doubt that during the first six months of the year the prevailing economic conditions considerably reduced our income from training and public duties. In the second six months, the transfer of our training activity to the Commercial Training Department did not result in anything like the income we had expected, even allowing for the suspension of the Central Management Charge during this period. The loss of such a considerable amount of income was the

major cause of the increased operating deficit.

While First Aid also suffered from lower revenues, careful control of expenses limited the negative effect that this otherwise would have had on the outcome for the year.

The second major feature impacting on our income was a substantial shortfall from our fund-raising activity. In part this reflected the recession as charitable giving across the board was reduced and St John Ambulance had no immunity. We did see a small benefit from the Wesser scheme which contributed some £7,000 net, but it will take a couple more years before we receive any major benefit from the scheme.

Despite these difficulties, we were able to maintain our levels of charitable activity by realising certain of our assets, in particular the Bexhill Campsite which was sold during the year; the book profit arising on this sale of just over £250,000 is included in the Income & Expenditure Account under 'Other incoming resources'. The performance of our investment portfolio, after losses in the first three months of the year, also contributed although it must be stressed that the gains shown are entirely paper profits, with no realised gains or losses.

## BALANCE SHEET

Despite the difficulties that we faced during the year, our balance sheet remains strong. The loan taken from National Headquarters to finance the County Headquarters building has continued to be amortised in accordance with its conditions and now stands at just over £420,000. The more stringent credit control facilities now being followed by the Accounting Centre have meant that, while a certain amount of debtors have had to be written off in accounting terms (but not forgotten – we still pursue non-payers where we can!), our working capital requirement is substantially reduced.

## PROPERTY

As mentioned above, the continued rationalisation of our properties by the Property Management Committee has released surplus equity and so improved cash-flow, allowing us to continue to carry on our charitable objects. This process has also allowed us to re-house several Divisions in improved conditions. Lewes, Bexhill, Hailsham and most recently Crawley have all benefited in this way. The challenge for the Property Committee will now be to increase the productive use of our property assets.

### INVESTMENT PORTFOLIO

After the dramatic fall in value that occurred in 2008 and early 2009, it is comforting to record an increase in the value of our investments of just over 25% in 2009. This only restores it to the value it showed at the end of 2006, but over a five year period, the return on the portfolio is over 7% per annum.

### RISK MANAGEMENT

We confirm that, during the year, we have continued the programme of risk assessment of the St John Ambulance activities undertaken in the County. According to our knowledge and belief, the major risks have been identified and all appropriate steps have been taken to mitigate and manage those risks

### OUTLOOK FOR 2010

After what has been a difficult and turbulent year, we must hope that 2010 sees us in easier waters. In particular we must hope that income from the Commercial Training Department begins to reach the levels that were expected of it. We must also and perhaps most importantly develop new and effective sources of fund-raising in order to prevent a recurrence of the size of operating deficit that we experienced in 2009 and through which we came only by realising assets. That we were able to raise funds in this manner was fortuitous, and it is not a strategy that we can rely on for the future.

Lastly I should like to thank Kim Lawrence and Melissa Smiddy for all their hard work and efforts during the year in keeping our financial affairs operating smoothly and effectively.

## St John Ambulance Sussex

Summary financial information for the year ended 31 December 2009

### STATEMENT BY THE TRUSTEES OF ST JOHN AMBULANCE

St. John Ambulance, which is a registered charity (charity number 1077265-1), is currently preparing its financial statements for the year ended 31 December 2009. Those financial statements include the relevant financial data for all St. John counties. The audit of the financial statements will be completed by St. John's Day in June. However, the financial statements of each county will not be audited individually.

The attached financial information on the County of Sussex for the year ended 31 December 2009 will be included in the financial statements of St. John Ambulance for that year but may be subject to adjustment. The information is presented as pro-forma unaudited accounts, designed to show key financial information about the county, but does not constitute a full set of financial statements.

The audited financial statements of St. John Ambulance for the year ended 31 December 2009 may be obtained from St. John Ambulance Headquarters, 27 St. John's Lane, Clerkenwell, London EC1M 4BU in late June.

# Pro Forma Statement of Financial Activities

For the year ended 31 December 2009

	<b>2008</b> £	<b>2009</b> £
<b>INCOMING RESOURCES</b>		
<b>INCOMING RESOURCES FROM GENERATED FUNDS</b>		
Voluntary income	137,563	247,193
Other activities generating income	113,007	90,341
Investment income	27,119	14,096
	<b>277,689</b>	<b>351,630</b>
<b>CHARITABLE ACTIVITY INCOME</b>		
First Aid training	1,093,978	580,373
Provision of First Aid and youth development	368,345	251,533
Ambulance and transport services	395,269	409,679
Care	95,626	94,985
	<b>1,953,219</b>	<b>1,336,570</b>
Other incoming resources	256,896	345,155
<b>Total incoming resources</b>	<b>2,487,804</b>	<b>2,033,355</b>
Less cost of generating funds	(90,725)	(76,460)
<b>Net incoming resources available for charitable application</b>	<b>2,397,079</b>	<b>1,956,895</b>
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
First Aid Training	861,331	635,899
Provision of First Aid and youth development	936,698	857,893
Ambulance and transport services	360,875	392,294
Care	153,274	159,908
Other activities	0	10,000
<b>Total resources expended on charitable activities</b>	<b>2,312,179</b>	<b>2,055,994</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS</b>	<b>84,900</b>	<b>(99,099)</b>
Net investment gains	(178,810)	81,576
<b>NET MOVEMENTS IN FUNDS</b>	<b>(93,910)</b>	<b>(17,523)</b>
<b>Fund balances at 1 January</b>	<b>4,202,904</b>	<b>4,108,994</b>
<b>FUND BALANCES AT 31 DECEMBER</b>	<b>4,108,994</b>	<b>4,091,471</b>

# Draft Pro Forma Balance Sheet

For the year ended 31 December 2009

	NOTE	2008 £	£	2009 £	£
<b>FIXED ASSETS</b>					
Tangible fixed assets		3,937,975		3,650,939	
<b>INVESTMENTS</b>					
Securities		439,946		521,522	
			<b>4,377,921</b>		<b>4,172,461</b>
<b>CURRENT ASSETS</b>					
Stocks		31,569		0	
Debtors, prepayments		393,079		114,079	
Cash at bank and in hand		(13,697)		295,947	
			<b>410,951</b>		<b>410,026</b>
<b>CURRENT LIABILITIES</b>					
Creditors, accrual and loans falling due within one year		71,834		68,221	
Short / long term loans		483,510		422,795	
Course fees invoiced in advance		124,534		0	
			<b>679,878</b>		<b>491,016</b>
			<b>(268,927)</b>		<b>(80,990)</b>
<b>NET CURRENT ASSETS</b>					
<b>TOTAL NET ASSETS</b>					
			<b>4,108,994</b>		<b>4,091,471</b>
<b>FUNDS</b>					
Fixed asset reserve		2,276,786		2,276,786	
Other charitable funds		1,693,670		1,793,687	
Total Unrestricted funds			<b>3,970,456</b>		<b>4,070,473</b>
Restricted funds			<b>138,538</b>		<b>20,998</b>
<b>TOTAL FUNDS</b>					
			<b>4,108,994</b>		<b>4,091,471</b>

# Notes to the draft pro forma accounts

For the year ending 31 December 2009

## 1. BASIS OF PREPARATION OF PRO FORMA ACCOUNTS

These pro forma accounts cover all operations of St. John Ambulance in Sussex during the calendar year 2009. St. John Ambulance is part of the Priory of England and the Islands of the Order of St. John ('the Priory'). The Priory was established on 25 October 1999 as a registered charity for the relief of sickness and the protection and preservation of public health through training in First Aid and care and the provision of First Aid, transport and care in England, the Channel Islands and the Isle of Man. On the same day, the Priory in turn established St. John Ambulance as a charitable company to carry out the majority of its activities.

The accounts in this booklet are based on the return that will be submitted to the National Headquarters of St. John Ambulance for inclusion in its Annual Report and Accounts. The accounting policies used are consistent with those of St. John Ambulance. Copies of the audited Annual Report and Accounts of St. John Ambulance can be obtained from the National Headquarters at 27 St. John's Lane, London, EC1M 4BU after St. John's Day in late June.

## 2. Fixed Assets

	Cost £	Dep'n £	Net £
Land and buildings	3,585,543	315,082	3,270,461
Ambulances and other vehicles	1,359,349	1,064,897	294,451
Other, including medical and First Aid equipment	249,027	163,001	86,026
	<u>5,193,919</u>	<u>1,542,980</u>	<u>3,650,939</u>

## 3. Fixed asset reserve

The fixed asset reserve is a designated fund representing the net book value of the investment of unrestricted fixed assets to enable St John Ambulance to carry out its charitable mission.

## 4. Restricted funds

	1 Jan 2009 £	Incoming Resources £	Outgoing Resources £	Transfers £	31 Dec 2009 £
Medical vehicles	81,311	0	(81,311)	0	0
Other	57,227	0	(36,229)	0	20,998
	<u>138,538</u>	<u>0</u>	<u>(117,540)</u>	<u>0</u>	<u>20,998</u>

**We are very grateful to the many organisations and individuals who have funded and supported us, playing such a vital role in 2009's achievements.**

***They include:***

*A A Kinnison Charitable Trust  
Bulldog Trust  
St Cuthberts Housing Association Ltd  
Deerford Trust  
The Andy Stewart Foundation  
Wellington Mark Lodge  
Lion Club Hastings  
Hastings Round Table  
Seahaven Lionesses Club  
Littlehampton & District Lions Club  
Rotary Club Charity Walk  
Brighton & Hove Soiree Rotary Club  
Wadhurst Rotary Club  
Tesco  
Morrisons  
Waitrose Community Matters Scheme  
Lloyds TSB Matched Giving Scheme  
BT Community Champions  
GEST Moto X Hastings*

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