Introduction

St. John Ambulance's mission is to provide First Aid and medical support services; caring services in support of community needs; and education, training and personal development to young people.

As the leading First Aid training provider, St. John Ambulance runs a range of First Aid courses for children, the general public and the workforce. St. John Ambulance Sussex has over 1400 volunteers who are committed to saving lives through the provision of First Aid and training.

In recognition of the increasing number of vulnerable people in society, St. John Ambulance Sussex also offers a primary health care service for homeless and vulnerably housed people.

CONTENTS

1 Welcome
2 Management Board
3 Overview
4 Support & Fundraising
5 First Aid Services
6 Training & Transport
8 Young Volunteers
10 Care
11 Fellowship
12 Photo Gallery
13 Achievements
14 Financial Report
15 Accounts

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

Mrs. Phyllida Stewart-Roberts, OBE, DSTJ, Lord Lieutenant of East Sussex (Joint President)
Mr. Hugh Wyatt, KSTJ, Lord Lieutenant of West Sussex (Joint President)
Mrs. Phyllida de Salis, OSTJ (Chairman)
Mr. Patrick Burgess, MBE
Mr. Alan Caffyn, MBE
Mrs. Peter Cheney, MBE, CSTJ (County President)
Mr. Tom Colville, SBStJ (Treasurer)
Mr. Joe Edwards
Mrs. Lynda Felton-Scott (County Nursing Officer)
Mr. Derek Hunnisett, OSTJ
Mr. Colin Keywood, OstJ (Commissioner Operations)
Mr. Victor Law, KSTJ
Mr. Dan May (Commissioner Youth)
Mr. Keith Millar
Mrs. Janet Pattisson (County Chief Executive)
Canon William Pratt ( Chaplain resigned 06.04)
Major Mark Scrase-Dickins
The Very Reverend John Treadgold, SBStJ (Hospital Representative)
Dame Sheila Wallis, DBE
Dr. James Walsh, OstJ (Commander and Vice-Chairman)
Welcome

2004 HAS PROVED an exciting and rewarding year for everyone in St. John Ambulance Sussex. The years pass all too quickly and this was the year for me to take my First Aid at Work requalification. Thanks to the excellent training this was once again an enjoyable and successful experience.

Sadly during the year, we said goodbye to the County Chaplain, Canon Will Pratt, due to ill health and I thank him for his support during his time on Council. The Order has appointed a new Dean and we were delighted to meet him in Sussex and hear of his ideas for expanding the pastoral role of the Chaplaincy.

We welcomed to Council Dame Sheila Wallis, who brings great experience of education, and also Major Mark Scrase-Dickins known to many of you. I thank all members of Council for their wise advice and support. It is essential to the continuing success of the County that Council should question, challenge and support the work of the Senior Volunteers on County Management Board to whom the responsibility of running the County is delegated by Council. During the year we published a governance paper to aid the understanding of the responsibilities and accountabilities of Council, Senior Volunteers, members and staff.

During the year I was elected Chairman of the South and South Eastern Chairmen and Commanders Regional Meetings. This is proving a very positive forum for exchanging experiences and ideas. It also gives us a collective voice to raise with our National Headquarters issues of concern to our Region. We have had a very useful meeting with the new Chief Treasurer, Mr. Paul Bussey. These Regional meetings are an opportunity to discuss various projects emerging from National Headquarters such as the recommendations of the National Working Party on Commercial and Training activities and the consultations on Rank & Role.

The opening of the Hastings Homeless Unit by the Lord Lieutenant of East Sussex proved a great success and the service is already answering a very real need in Hastings.

I have been warmed by the hospitality extended to me by the St. John Ambulance Units I have visited during the year. Thank you all so much and I look forward to seeing and meeting more of you in 2005.
Overview

I WANT TO BEGIN this annual report by first and foremost thanking all the St. John Ambulance members in all ranks and roles for their unstinting devotion to the voluntary ethic underpinning the organisation, by giving their spare time to assist local and county communities.

I also want to thank all those Senior Volunteers, including the Commissioner Operations, Commissioner Youth, County Nursing Officer and County President for their leadership and dedication during the year, and to couple this with the commitment and drive of our Chief Executive and all the salaried staff.

PROPERTY
Throughout the year we have continued the investigation of various sites and specifications for a new County Headquarters and Training Centre and have been in discussion with National Headquarters over the financing of the project. The County Management Board and Council have agreed that the preferred site is at Crowhurst Corner, Hollingbury, Brighton and it is hoped that this project will proceed during the year. This would provide us with a County Headquarters and Training Centre we could be proud of as well as bringing together the Homeless Service, a Brighton Unit and the Patient Transport Service garaging all under one roof.

We will also be looking for new facilities for the Lewes Unit and commencing the search for a Crawley Unit Headquarters and Training Centre.

During the year the County Camp Site at Bexhill has been renovated and marketed and is enjoying a welcome uplift in bookings and visitors.

COMMUNITY FIRST RESPONDERS
2004 saw the launch of our inaugural Neighbourhood First Responder Unit at Ashington and Storrington in partnership with the Sussex Ambulance Service NHS Trust, which is proving to be a valuable asset within the area. It is hoped that the second Unit in training at Bexhill will go live in the early part of 2005 and there is considerable interest in starting a unit in the west of the County. These worthwhile developments have the potential to bring new people into St. John Ambulance and to increase activities in areas not covered by existing traditional St. John Ambulance Units.

SOUTH OF ENGLAND SHOW
At this annual event, an outstanding display of all aspects of our work was rewarded by winning First Prize for the best non-agricultural stand in the show. The value in terms of public awareness, attracting new members and expanding training opportunities is difficult to quantify but I have no doubt it raises our profile amongst the 60,000 visitors to the show.

PRIORY OF ENGLAND
As the Sussex representative at Priory Chapter, we bade farewell to Lord Slynn, and welcomed Sir Brian Jenkins, former Lord Mayor of the City of London as our new Prior. The new Dean of the Order, The Very Reverend Raymond Furnell, and Roger Holmes, the Chief Executive of St. John Ambulance, visited Sussex during the year and both expressed admiration for what we do and how effectively we do it.

AND FINALLY...
...the whole membership and salaried staff of St. John Ambulance in Sussex were greatly saddened by the death during the year of Denis Soan, County Training Officer and full time Trainer in the Training Services Department. It is difficult to encompass the extent of his contribution to the organisation over 39 years, but there are few in Sussex who were not touched by Denis’s leadership and example. His legacy is all around us and we sorely miss him.

BY JAMES WALSH

Top right: Rebecca Cole, Cadet of the Year in action at the South of England Show
Far right: The winning team at the South of England Show
Below: Launch of Neighbourhood First Responder Scheme in Ashington
Below right: Denis Soan
IN CONFERENCE
The Sussex Presidents and Superintendents’ Conference held on 15th February returned to the Conference Centre at St Catherine’s Hospice, Crawley for a second time. Again well supported with attendance of more than 100 delegates. Presentations were given by Mr Ross Greenhill of HM Coastguard; Mr Charles Daniel of Operation Raleigh; Mrs Vi Haddow, Deputy Chief Nursing Officer of St John Ambulance; Mr Stuart Latham, NHQ Chief Liaison Officer; Mr Dan May, County Commissioner Youth and Mr Mark Scrase-Dickins, High Sheriff of West Sussex.

SUPPORTING CADETS
The County President’s Committee again provided the sashes for the Lord Lieutenants’ Cadets and the Cadet of the Year, which I was pleased to present at the County Competitions. These cadets are excellent ambassadors for St. John and our County and we are very proud of the calibre of our young members.

FUNDRAISING
Fundraising continued with another one-day Art Exhibition at Felpham, Bognor Regis which raised over £500 and the Annual Greyhound Race Night at Hove Stadium in July. All 12 races were sponsored and there was an excellent raffle. Despite the event clashing with the World Football coverage, the occasion raised over £5,000 with a record £1,200 taken on the raffle on the night. My thanks particularly to Mrs Sue Nash and Mr Michael Hancorn for all their help and to everyone who donated prizes and supported this event.

SUPPORT FOR UNITS & TRAINING
It has been a great joy for me and the members of the County President’s Committee to complete a number of presentations and grants made through the County President’s Appeal; these have included training equipment, uniforms, radios, resuscitation equipment, ambulance equipment and financial assistance with a Cadet Summer Camp as well as for building repairs and refurbishments for the Forward Incident Team. We have also been able to repeat our annual contribution of £4,000 towards our Volunteer Training programmes and we again provided the refreshments for the personnel manning the stand at the South of England Show.

REPRESENTING SUSSEX
It has been my pleasure during the year to be able to attend many many events ranging from the Annual Unit Visits to the St. John Service at St. Paul’s Cathedral.

THANK YOU
I have been very privileged to serve as County President and to support our dedicated members and young people for whom we have such high regard and of whom we are so proud. In conclusion, I would like to pay tribute and record my grateful thanks to my wonderful team of Sussex Presidents. At all the events I have attended, Divisional Presidents have been involved giving considerable support and help to the members and staff officers as well as promoting St. John in their communities. The contribution made by the Presidents – their hard work, drive and enthusiasm in support of St. John is immeasurable and I am grateful to them and the members of the County President’s Committee for their loyalty and support and all we have achieved together.
2004 HAS ONCE AGAIN been a very busy and challenging year, with many policy changes and updates to take us forward and prepare for the future. Operations and Youth continue to work closely together. A new and very exciting programme was introduced this year covering the 16-25 year age group and it is anticipated that this will assist in retaining our younger adult members.

MEMBERSHIP
Recruitment and retention continue to be a priority and it is therefore pleasing to be able to report that the total membership recorded for 2003 is likely to have been exceeded by some 5% as follows:
- Adults 700
- Cadets 382
- Badgers 246
- Fellowship 150

PUBLIC DUTIES
Once again we have experienced a busy year for public duties. Cover has been provided at Withdean Stadium for Brighton & Hove Albion, all the race meetings at Brighton, Fontwell, Goodwood and Plumpton, the Festival of Speed and Revival meetings at Goodwood, Shoreham Air Display and Airbourne at Eastbourne. The London to Brighton Bike Ride continues to be our largest public duty in terms of level of cover and resources provided.

We provided the first aid cover at the Pride Festival on a very hot day with a large crowd to look after. We also had the pleasure of looking after the teenagers and their screaming mothers for Party in the Park!

Many bonfire celebrations were provided with first aid cover - the largest of course being the Lewes celebrations. This event continues to stretch our resources to the limit. The Ringmer Unit managed to provide the first aid cover for all performances during the Glyndebourne season and the Regency Unit provided the cover for events at the Brighton Dome.

In addition, the members of our Adult, Quad and Cadet Units turned out to provide first aid at numerous other events throughout the counties of East and West Sussex and in Brighton & Hove.

A major challenge facing us is the increasing number of mid-week duties that are putting a strain on our volunteer resources and any help that members could provide at these times would be greatly appreciated.

FLEET
This year saw the arrival of our Support Unit vehicle and this popular new resource has been utilised equally for Unit and County duties. We continue the process of upgrading and rationalising our fleet of Ambulances and Medical Centres in line with local needs and resources.

SPECIAL UNITS
The FIT, Logistics and County Support Teams are all working well individually and we welcome new applications from members to join these specialist units.

THE FUTURE
Following on from the work of the Vision Working Party, we are actively moving towards ensuring that Sussex becomes the leading County within St. John Ambulance! A lot of changes have been made, with still more to be announced during 2005 and we believe that the outcome of the changes will benefit members and increase the efficiency of the care we give to the general public.

COMPETITIONS
Following the success of the County Competitions in Ringmer and the Regional round in Surrey, two Sussex teams went forward to the National Finals in Croydon. Whilst Worthing Cadets (Cadet First Aid) did not win, nevertheless they “did Sussex proud”. However our congratulations must go to the Hastings Unit who represented the Region in the Ambulance Competition and achieved the distinction of first place. This was a truly wonderful and well-deserved result for the team members, their Unit and the County. Congratulations are also due to everyone who entered these competitions for the very high standards displayed.

I would like to take this opportunity to thank everyone for their hard work and enthusiasm in helping us to take St. John Ambulance Sussex forward and hope that 2005 will be an enjoyable year for everyone.
NEW LOOK TRAINING
The major challenge in 2004 was posed by the complete redesign of the First Aid at Work and other core courses. The courses have been modernised to incorporate the changing needs of customers in today’s workplace and to reflect latest medical thinking and best educational practice. The new teaching materials provide trainers with facilities to enable a more interactive and practical approach and trainers and students benefit from the greater flexibility in learning and teaching.

Our trainers responded by enthusiastically welcoming the changes, attending and contributing to workshops and successfully achieving a smooth transition to the new style training courses. All of which was additionally remarkable in the face of Denis Soan’s untimely death in June and another Pam Riddall’s sickness absence – Pam who had done so much to put in place the changeover plans. The entire training team are to be highly commended for the very professional way in which they met these diverse challenges.

COMMERCIAL TRAINING
The Training Services Department recorded another excellent year of growth despite a decreasing level of Learning Skills Council grants. The year saw an increase of 13% in the number of students trained with the total reaching over 10,000 for the first time. Whilst First Aid at Work (FAAW) and Appointed Persons (AP) courses continue to account for the majority of business, there is an increasing uptake of the new and more specialist courses such as Early Years, Fire Wardens and Motorcyclists courses.

CHARITABLE TRAINING
At the same time as providing training for the business community, there has also been an increase in the provision of training to members of the general public and minority and ethnic groups including training provided to travellers, young single mothers and the Muslim community.

SCHOOLS
As a result of 216 visits made to schools during the year, contact was made with 6179 students of which 2556 children completed the Young Lifesaver Award. The Schools Liaison Officer also recorded that there is an increasing demand from schools for help both during the school day and out of school hours.

MEMBERSHIP TRAINING
A challenging programme was arranged during the year in Leadership and Unit Leader Training and these courses, along with the Commissioners Seminar, were attended by many enthusiastic members. A new Driver Training programme was instituted ready for rolling out to all drivers during 2005.
PATIENT TRANSPORT

The demand for this service has continued to increase and this is evidenced by the 5,231 patients transported, 49% up on last year. During the year the ambulance fleet clocked up 114,000 miles, mostly within the County, but long distance trips as far afield as Inverness and North Wales were also undertaken on a regular basis. In fact every county in the country has been visited at some time during the past two years. Operational Units continue to benefit from business passed directly to them. Whilst approximately 20% of work is carried out for private individuals, companies and social services, more than 90 hours a week are contracted to the Sussex Ambulance Service NHS Trust (SAST) and it was therefore pleasing to read in a recent survey carried out for SAST that: *96% of patients transported by private ambulances contracted by SAST were satisfied with the total service received and supported their feelings with many complimentary comments.*

High standards of driving and care are maintained with all crew members having achieved the Institute of Advanced Motorists’ qualification.

Whilst Patient confidentiality restricts the reporting of individual cases, nevertheless we are proud that on a number of occasions our crews have acted swiftly and professionally to save lives.

Did you know...? 
**We transported 5,321 patients**
CADET OF THE YEAR
Jemma Ransom from Crowborough represented Sussex at the finals of the National Cadet of the Year at Eynsham Hall in Oxford. Jemma did a great job in what is a very gruelling weekend.

The Sussex competitions were held in February and Rebecca Cole (Ringmer) won the title for 2004/2005. Supporting Rebecca in her year of office were Tinita Teague (Willingdon & Polegate) Lord Lieutenant’s Cadet for East Sussex and Alex Ulrich (Bognor Regis) Lord Lieutenant’s Cadet for West Sussex.

TRAINING
In February we held a training weekend at Lodge Hill with 50 delegates registered - this was a record number of young people attending weekend training.

Delegates took part in both a Young Leader Course and the Cadet Trainer Course and all agreed that this was the best training weekend we have ever organised. We were also fortunate to be chosen by National Headquarters to pilot the new version of the Leadership course being prepared as part of Programme Review.

In March we trained 18 youth leaders on the nationally approved “Youth Leader Development Programme”. This course looks at issues around running Cadet and Badger units, including programme planning, child protection, health and safety and working with challenging behaviour to name but a few.

OPERATION YOUTH
In March we also ran a brand new event, “Operation Youth” aimed at 16 to 25 year olds. The course was an introduction to emergency planning and the planning of major public events. We were well supported not only by our operational colleagues with demonstrations from the FIT, Logistics and Communications teams, but also by Sussex Police and Sussex Ambulance Service NHS Trust.

Delegates from the course were then mentored to cover Bronze and Silver roles at major events throughout the rest of the year. A true demonstration of the growing partnership between the Sussex St. John Ambulance Youth and Operations teams.

COMPETITIONS
We were delighted to have a very high number of youth teams in the 2004 competitions, including a record 11 Badger teams! Worthing Cadets fought through County and regional rounds to reach the prestigious National Finals, where they did us proud with a very reputable score!

WORKING WITH YOUNG PEOPLE SAFELY
Our Child Protection Officer Joy Errey has done an amazing job by visiting all the units within Sussex to roll out Child Protection Awareness training, auditing of unit practice and administration of the requests.

Did you know...?
More than 50% of members in Sussex are under 25 YEARS OLD
for Criminal Records Bureau (CRB) disclosures.

In May, Joy worked with the National Child Protection team to deliver a new one day training package to 25 youth leaders. This new scheme looks at a detailed background of Child Protection issues and also covers work around the recognition and prevention of bullying. The event was fully subscribed within a week of being advertised; so two more events have already been planned for 2005.

ROYAL ENCOUNTERS
I was proud to present a group of young adults to HRH The Princess Royal at a Buckingham Palace reception hosted by HM The Queen in June. Attending were Jamey Johnson, Michelle Taylor, Darren Brand and Colin Packham.

Ben Scrivens from Littlehampton attended the Young Achievers reception at Buckingham Palace in November. Ben has committed a full and active role with St. John Cadets, despite suffering from Juvenile Arthritis and being dependent on pain-relieving medication.

Jemma Ransom (Crowborough), Kelly Lillywhite (Ringmer) and Jessica Clarke (Lancing) attended the Grand Prior Cadet reception with HRH The Princess Royal in April.

PROGRAMME REVIEW
The biggest event of our year was the Sussex launch of the new national youth programme at the end of November. 72 youth workers attended the residential weekend at Worthing’s Beach Hotel. Delegates were treated to an enactment of the 90 year history of St. John Youth, and then a detailed look at the new programmes for Badgers, Cadets, 16 – 25 year olds, Camping and Adventure and the new programme of Youth Participation.

To celebrate the launch, a black tie dinner was held, attended by the Chief Commissioner Youth Miss Sarah Holmes. We also enjoyed external speakers from Sussex Police Youth Safety Unit and the Council for Voluntary Youth Services.

The new programme, the biggest ever change undertaken by St. John Ambulance, will breath new life into the training we provide for young people and their leaders, and for the first time offer a specific training plan for members aged 16+. The entire series of training opportunities has been written from scratch and we’ve even seen the introduction of new logos and vibrant new training materials.
Care

HOMELESS SERVICES
This service was originally established in response to inequalities in access to primary health care for homeless people. The aim to link homeless people back into mainstream services continues to underlie all areas of work.

BRIGHTON & HOVE MOBILE UNIT
This nurse-led service is well utilised and welcome. The mobile unit went out on 70 occasions during the year having increased the number of sessions by two per month from February. During these sessions the service made contact with 742 homeless people – an increase of 18% over those seen in 2003. The nurses and podiatrist continue to provide a high level of treatment in foot care and wound care and it is therefore exciting to report that a wound care protocol, developed by this service, has now received approval from the St. John Ambulance Medical Advisory Committee.

In response to the presence on the streets of a number of young people judged to be at significant risk, an additional Child Protection policy was developed and ratified by the St. John Ambulance Child Protection team and subsequently by the Child Protection Services in Brighton & Hove. This partnership is now able to provide young people with a greater degree of protection.

HASTINGS & ST. LEONARDS HOMELESS SERVICE
Following the appointment of a Nurse Co-ordinator to this project, the service was formally opened in May by the Lord Lieutenant of East Sussex, Mrs. Phyllida Stewart-Roberts.

Operating from a refurbished medical room at the Seaview Project, the Nurse Co-ordinator and a podiatrist supported by a team of specialist volunteers provide treatments and care to homeless and vulnerably housed people. The team also provide direct health care and educative services to residents at the Merrick House supported housing project.

Overall the project achieved 541 individual meetings with homeless or vulnerably housed people during its first year. It is good to report that the project’s Nurse Co-ordinator has recently been accepted onto a Nurse Prescriber Course at Brighton University Medical School.

HEALTH ON THE STREETS & OFF (HOTSAO) TRAINING COURSE
Modules from this training programme continue to be popular and the Drug and Alcohol Action Teams (DAATs) of East and West Sussex and Brighton & Hove contracted St. John Ambulance to deliver training to homeless or vulnerably housed clients in these areas. During the year 493 students were trained, of which 272 were homeless or vulnerably housed clients, parents or prisoners, and 221 were staff working for other Homeless Service Agencies.

Did you know...?
We gave 50,000 hours of service to the community
PROBABLY THE MOST significant happening in 2004 was the formation of a new fellowship branch in Crowborough, which is already creating some interesting activity in the area.

The eight branches in Sussex continue to function well, most meeting once a month with an interesting and varied programme. Sadly some members are lost to “old father time” but it is pleasing to note that a few new members have arrived (one or two from outside Sussex). The membership now stands at approximately 150 of which the majority regularly attend the branch meetings. However, there is a continuing need for new members and whilst articles in the local press do go some way to making us known, word of mouth seems to get the best results.

The Fellowship is a separate unit within St. John and potential members need only to show an interest in the principles of St. John, they do not necessarily have to have been operational members, although joining is subject to certain conditions.

Twelve Sussex members attended the National Annual General Meeting at Blackpool in April and although the journey to and from was arduous, and some of the hospitality at the hotel questionable, everyone enjoyed the programme of events. 2004 was the 21st year of the Fellowship and this was celebrated by the presence of the Duke of Gloucester at the Annual General meeting whilst at the Sunday service the inaugural Fellowship flag was dedicated. I would like to express the gratitude of all who went to Blackpool for the very generous subsidy granted by the County Management Board.

In June we had a presence at the “County Show” on each of the three days. This gave us the opportunity to show off our maroon shirts and answer any questions posed to us.

All in all, a very active year, with much fund raising being done. We helped at “flag days”, made donations to the Eye Hospital in Jerusalem and provided financial support to other units of St. John.

My role in St. John is to represent the Fellowship whenever there is a need, we may not be a large group but I believe we have the right to be heard.

Did you know...?
We treated more than 4,000 people in Sussex
Photo Gallery

Below: Volunteers enjoying a Butlins weekend

Far left and middle left: Fundraising Rocky Horror style

Above: Operations Support Unit and "Teapot"

Left: Youth workshops, leadership building exercises and cadets demonstrating first aid
Achievements

ADULT MEMBER OF THE YEAR
Barttelot Cup
Mr Darren Brand
Eastern Area Staff Officer Youth

Cadet of the Year
Rebecca Cole
Ringmer Quad

Lord Lieutenant’s Cadet, West
Alexandra Ulrich
Bognor Cadets

Lord Lieutenant’s Cadet, East
Tinita Teague
Willingdon & Polegate Cadet

CADET GRAND PRIOR
Sussex County
Jamey Johnson

Brighton Quad
Terry Stannard

Crawley Cadets
Samantha Bloom
Sasha Gascoine
Emily Horrill
Stephen Weston

Ringmer Quad
Adam Woollard

Southwick Cadet
Ricky Bennett

Worthing Cadet
Lawrence Hone

SUPER BADGER
Bognor Regis
Curtis Hawkins
Sarah Lamb

Crawley
Nathaniel Burfield-Wallis
Oliver Davis
Georgina Horrill

Eastbourne
Sophie Allsbrook

Goring
Emma Ashcroft
Rosie Casey
Kirstie Lees
Ashleigh O’Neill

Hastings
Natalie Barber

Lewes
Emma Shadbolt
Leah Stonell

Littlehampton
Lee Hard

Ringmer
Ryan Bourne
Samuel Bourne
Callum Furnell

Rye
Jonathan Bettley
Edward Jury
Charlotte Kingham
Richard Smith
Lydia Turk

Southwick
Tom Norris
Rebecca Smith

SERVICE MEDALS
Eileen Boots, Worthing Adults
Paul Boxall, Horsham Adults
Roger Burton, Hastings Adult
Christopher Chewter, Western Area
Paul Collison, Portslade & Shoreham Adult
Hannah Dawson, Bognor Regis Adult
John Errey, Lewes Adults
Mark Farnham, Crowborough Quad
Jacqueline Fowler, Seahaven Adult
Keith Haskett, Chichester Adult
Michael Lawrence, Southwick Adult
Daniel May, Commissioner Youth
Ann Morgan, Seahaven Adults
Christine Sheppard, Worthing Cadet
Brian Watts, Hailsham, Willingdon & Polegate Adult

1st Bar
Timothy Edmonds, Littlehampton Quad
Geoffrey Gander, Southern Area
Frances Hayes, Hailsham, Willingdon & Polegate Adult
Stephen Jones, Chichester Adult
Stephen Payne, Sussex County
Sally Porritt, Eastern Area
William Thompson, Eastbourne Adult
Katrina Wilson, Chichester Adult

2nd Bar
Lynda Bloom, Crawley Cadet
Leigh Hancorn, Southwick Adult
Mary Matthews, Eastbourne Cadet
John Matthews, Eastbourne Cadet
James Morgan, Central Area
Ian Porritt, Eastern Area
Susan Way, Eastbourne Adult

3rd Bar
Barbara Darling, Sussex County
Stephen Jones, Chichester Adult
Nigel Stevens, Horsham Adult
Susan Watts, Hailsham, Willingdon & Polegate Adult

4th Bar
Judith Allen, Littlehampton Quad
Andrew Foord, Ringmer Quad
Pamela Riddall, Hailsham Cadets
James Vincent, Western Area
Bryan Winn, Worthing Adult

6th Bar
Shelagh Cann, Hailsham, Willingdon & Polegate Adult
Financial Report

FINANCIAL OUTCOME FOR 2004
In 2004 and for the first time ever, the annual turnover of St. John Ambulance in Sussex was over £2 million. After a very substantial increase in 2003, last year our charitable expenditure rose again, by 14.5%, to reach a new peak of just over £1.9 million. Income during the year exceeded expenditure, resulting in a surplus of some £140,000 against a surplus in 2003 of £315,000.

WHAT DID WE SPEND?
The principal areas of expenditure were, as you would expect, on First Aid Services, on Care Services and on the membership, especially Youth activities. This last category included some £25,000 (net) spent on the Bexhill Campsite in order to restore it to first-class condition, so as to provide an amenity of which Sussex can be proud and which will be enjoyed by young people not only from Sussex but also from many other counties.

We were again able to increase Sussex’s contribution to the St. John Eye Hospital in Jerusalem from £7,000 in 2003 to £10,000 last year. The additional amount shown in the Statement of Financial Activity as Sussex’s donation to the Hospital represents the net proceeds of the very successful event in Chichester Cathedral organised by our Hospital Representative, the Very Reverend John Treadgold.

Lastly, we should note the substantial contribution made by Sussex to the financing of our National Headquarters’ organisation through the Central Management Charge. At just over £105,000 this is one of the larger contributions made by any County.

HOW DID WE AFFORD THIS?
Some of our charitable expenditure was of course self-financing. Public Duties income covered more than 30% of expenditure in respect of First Aid services, a good increase on 2003 and a great credit to all our members. The income from the HOTSAO courses run by the Care Services team made an excellent contribution to the Care costs.

The largest contributor to our income was, as previously, the Training Department which provided a net surplus of £280,000. The Patient Transport Service also made an excellent contribution of £12,000 directly and over £45,000 through increased Divisional income.

Grant funding, at just over £110,000, was a little down on the previous year while Donations and Legacies, as you will see from the accounts, were considerably lower. Nevertheless these three items comprise a vital part of our income stream.

OUR INVESTMENT PORTFOLIO
Another major part of our income comes from our investments. We are required to carry our holdings at market value and any resulting gain or loss reflects in the income and expenditure statement. We are principally invested in the St. John Ambulance Pooled Investment Fund, managed by Merrill Lynch Investment Managers. As in 2003 but to a slightly lesser extent, the portfolio recorded a profit over the year, beating the portfolio’s benchmark and returning 10.74% on a total return basis.

THE BALANCE SHEET
Over the coming few years, the balance sheet will come under some strain as we take on the financing for the new County Headquarters. At present however, the balance sheet shows robust strength and has the capacity to cope with these financing requirements. The acquisition cost of the Headquarters has been carefully planned and agreed with National Headquarters and will not be a constraint on other activities which we may seek to undertake.

RISK ASSESSMENT AND 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.

Did you know...?
In 2004 we trained 10,925 PEOPLE in first aid

14
## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
### FOR THE YEAR ENDING 31ST DECEMBER 2004

<table>
<thead>
<tr>
<th>Unrestricted funds</th>
<th>2004</th>
<th>Restricted funds</th>
<th>Total funds</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
</tbody>
</table>

### INCOMING RESOURCES

- **Donations and gifts**: £148,779, £32,855, £181,634, £194,859
- **Legacies**: £102,249, £0, £102,249, £188,362

### Activities in furtherance of the Charity’s objects

- **First Aid Training**: £846,024, £0, £846,024, £778,147
- **First Aid services and transport**: £352,439, £600, £353,039, £328,990
- **Community care**: £36,987, £0, £36,987, §18,675
- **Patient Transport**: £265,746, £0, £265,746, §0
- **Youth Activity**: £4,474, £0, £4,474, §202,372

\[\text{Total incoming resources} = \£1,505,670, \£600, \£1,506,270, \£1,328,184\]

- **Grants receivable**: £31,206, £83,787, £114,993, £127,616
- **Other Income**
  - **Investment income**: £59,325, £0, £59,325, §46,332
  - **Net gain on disposal of fixed assets**: £1,568, £0, £1,568, §8,099
  - **Other income**: £94,610, £0, £94,610, §61,644

\[\text{Total incoming resources} = \£1,943,407, \£117,242, \£2,060,649, \£1,955,296\]

### RESOURCES EXPENDED

- **Cost of generating funds**
  - **Fundraising and publicity**: £14,092, £0, £14,092, £27,757
  - **Investment costs**: £742, £0, £742, £0

### CHARITABLE EXPENDITURE

- **Activities in furtherance of the Charity’s objects**
  - **First Aid Training**: £546,323, £74,330, £620,653, £619,849
  - **First Aid services and transport**: £814,406, £130, £814,536, £753,828
  - **Community care**: £68,681, £62,258, £130,939, £98,179
  - **Patient Transport**: £260,338, £0, £260,338, £181,983
  - **Youth Activity**: £58,641, £0, £58,641
  - **Other Activity**: £17,249, £0, £17,249, £7,000

\[\text{Total resources expended} = \£1,855,259, \£136,718, \£1,991,977, \£1,741,849\]

- **Support costs**
  - **Central Management Charge**: £105,204, £0, £105,204, £97,168
  - **Other inter St. John redistributions**: £-30,417, £0, £-30,417, £-43,915

\[\text{Total resources expended} = \£1,855,259, \£136,718, \£1,991,977, \£1,741,849\]

### Net incoming (outgoing) resources

\[\text{Net incoming (outgoing) resources} = \£88,148, \£-19,476, \£68,672, \£213,447\]

- **Derestriction on Purchased Assets**: £63,286, £-63,286, £0, £0
- **Net gains (losses) on investment assets**: £72,097, £0, £72,097, £101,976

### NET MOVEMENT IN FUNDS AT 31ST DECEMBER

\[\text{NET MOVEMENT IN FUNDS AT 31ST DECEMBER} = \£223,531, \£-82,762, \£140,769, \£315,423\]
## CONSOLIDATED BALANCE SHEET
### AS AT 31ST DECEMBER 2004

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td><strong>FIXED ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible fixed assets</td>
<td>2,565,409</td>
<td>2,451,628</td>
</tr>
<tr>
<td><strong>INVESTMENTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Securities</td>
<td>1,065,790</td>
<td>993,692</td>
</tr>
<tr>
<td>Deposits</td>
<td>311,682</td>
<td>286,000</td>
</tr>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stocks</td>
<td>13,779</td>
<td>14,039</td>
</tr>
<tr>
<td>Debtors and prepayments</td>
<td>160,767</td>
<td>174,047</td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td>298,216</td>
<td>298,666</td>
</tr>
<tr>
<td>Less Current Liabilities</td>
<td>-226,545</td>
<td>-176,450</td>
</tr>
<tr>
<td><strong>Net Current Assets</strong></td>
<td>246,217</td>
<td>310,302</td>
</tr>
<tr>
<td>Inter St. John Ambulance (net)</td>
<td>5,287</td>
<td>11,993</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>4,194,385</td>
<td>4,053,615</td>
</tr>
<tr>
<td><strong>REPRESENTED BY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Funds</td>
<td>72,023</td>
<td>154,784</td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>1,845,575</td>
<td>1,622,043</td>
</tr>
<tr>
<td>Fixed Asset Reserve</td>
<td>2,276,786</td>
<td>2,276,786</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>4,194,384</td>
<td>4,053,613</td>
</tr>
</tbody>
</table>
NOTES TO THE FINANCIAL STATEMENTS

1 Accounting Policies

a) Basis of preparation of the Statements

These summary financial statements have been prepared in accordance with accounting policies set down by National Headquarters in accordance with accepted accounting principles for charities and are subject to review by the National Headquarters Audit Department.

b) Fixed Assets and Investments include values for assets and investments held by St. John Ambulance Sussex on behalf of the Priory of England and the Islands. This is in accordance with the Priory’s national accounting policies.

c) Fixed Assets and Depreciation

Fixed Assets are stated at cost less accumulated depreciation. Depreciation is provided to write off the cost of assets by equal annual instalments over their estimated useful life, as set out in the following table.

- Freehold property .........................50 years
- Computer equipment ............4 years
- Leasehold property ............Lease period
- Motor vehicles ..................5 years
- Freehold land is not subject to depreciation.

d) Listed investments are stated at market value. Unlisted investments are held at cost.
- This is in accordance with national accounting policies.

e) Stocks are stated at cost.

2 Fixed Assets

Analysis of Fixed Assets as at 31st December 2004.

<table>
<thead>
<tr>
<th></th>
<th>Cost</th>
<th>Accum Dep’n</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Freehold land and buildings</td>
<td>1,889,041</td>
<td>99,848</td>
<td>1,789,193</td>
</tr>
<tr>
<td>Leasehold land and buildings</td>
<td>294,843</td>
<td>34,809</td>
<td>260,034</td>
</tr>
<tr>
<td>Ambulances and other vehicles</td>
<td>1,001,840</td>
<td>524,268</td>
<td>477,572</td>
</tr>
<tr>
<td>Other including medical and first aid equipment</td>
<td>87,974</td>
<td>49,365</td>
<td>38,609</td>
</tr>
</tbody>
</table>

Net Book Value at 31st December 2004

<table>
<thead>
<tr>
<th></th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>2,565,408</td>
<td>2,565,408</td>
</tr>
</tbody>
</table>

3 Investments

A Analysis of Investments as at 31st December.

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Common investment funds</td>
<td>1,027,293</td>
<td>952,381</td>
</tr>
<tr>
<td>Other securities</td>
<td>600</td>
<td>600</td>
</tr>
<tr>
<td>Fixed interest securities</td>
<td>37,897</td>
<td>40,711</td>
</tr>
</tbody>
</table>

|                 | 1,065,790 | 993,692 |

B Deposits represent amounts held with the COIF Deposit Fund.
We are very grateful to the many organisations and individuals for their generosity and for helping us to achieve our charitable objectives

They include:

- AA Kinson Charitable Trust
- Catto Trust
- Chelsea Building Society Foundation
- The Big Lottery Fund
- The Dorothy Askew Trust
- The Gatwick Airport Community Trust
- Ernest Kleinwort Trust
- Grocers Trust
- The Hans and Marit Rausing Charitable Trust
- Henry Smith Charity (County Distribution)
- The Isabel Blackman Foundation
- Sir Jules Thorn Charitable Trust
- Lisbet Rausing Trust
- Magdalen & Lasher Charity
- Senlac Round Tables Charitable Trust

Supported by