



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/01/2025    Period start date    To 31/12/2025    Period end date

**Charity name:** STORRINGTON AREA HELP SCHEME (SAHS)

**Charity registration number:** 1203336

## Objectives and Activities

|  | SORP<br>reference  |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | The objects of Storrington Area Help Scheme are to relieve persons resident in Storrington, Sullington, Thakeham, Ashington, Washington, West Chiltington and Cootham, and such other places as the charity trustees may from time to time determine (the area of operation) who are in conditions of need, hardship and distress. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The aim of the scheme is to assist those residing in the area of operation who require help with transport to healthcare appointments by the provision of a voluntary car service for the transport of such persons to and from appointments primarily within West Sussex.   |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.  | Para 1.18          | The Storrington Area Help Scheme trustees have regard to the guidance issued by the Charity Commission on public benefit   |

## Additional information (optional)

You may choose to include further statements where relevant about:

|                                 | SORP<br>reference |  |
|---------------------------------|-------------------|--|
| Contribution made by volunteers | Para 1.38         | <b>SAHS</b> is run entirely by volunteers, without whom the scheme would not exist. The total number of volunteers at the end of 2025 is now <b>48</b> comprising of <ul style="list-style-type: none"><li>• 9 office volunteers (4 of whom are also drivers)</li><li>• 43 volunteer drivers (including office volunteers)</li></ul> |

- 7 volunteers are trustees.
- 1 volunteer driver is currently being trained for office duties and will also continue driving.

There are no paid employees.

**Office Volunteers;**

are the telephone link between clients requesting transport to healthcare appointments and an available driver.

Between them the office volunteers contributed in excess of **510** hours of their own time and dealt with **1304** requests for assistance; a **29% increase** in requests from last year. Whilst the office volunteers have recognised this additional pressure from last year, they have managed the extra workload well.

Of note; in recognition of one of our office volunteers' Hermin Daley contributing 25 years' service to the scheme the trustees organised a celebratory lunch for her in January.

**Volunteer Drivers;**

using their own vehicles, gave time to provide **1228** journeys to healthcare appointments for our clients, an increase of **372** journeys. In doing so they travelled in excess of **17,054** miles. Drivers provided cover seven days a week.

It was noted by the trustees that there were some occasions where drivers went above and beyond the call of duty to assist clients as follows

- Early morning appointments
- Late evening appointments
- Weekend appointments
- Waiting for clients when appointments went over the normal two hour wait limit.
- Providing transport for last minute requests.

**Trustees;**

**Kings Award for Voluntary Service (KAVS)**

As reported in the 2024 annual report the trustees were delighted that in November 2024 SAHS was granted the Kings Award for Voluntary Service (the MBE for volunteer groups).

|  |  |   |
|--|--|---|
|  |  | <p>In the spring of 2025, the trustees commenced organising a reception for the presentation of the award.</p> <p>On Tuesday 6<sup>th</sup> May 2025 the ceremony for the presentation of the King's Award, followed by a reception, was held at Sullington Manor Farm (an appropriate location as this is where the scheme was founded 50 years ago).</p> <p>Lady Emma Barnard, Lord Lieutenant of West Sussex and the Kings representative, presented the award and a certificate signed by King Charles III, to SAHS Chair, Tony Dell.</p> <p>Each volunteer was presented with a commemorative mug and badge in recognition of their incredible contribution.</p> <p>It was also an excellent opportunity for the SAHS volunteers to get together on a social footing. The nature of this charity's work means that volunteers rarely meet. The positive feedback after the reception was that the volunteers thoroughly enjoyed meeting up with each other and putting faces to names.</p> <p>Also, in May our administrator Alan Craig and his wife Sue proudly represented the Help Scheme at a Royal Garden Party held in the grounds of Buckingham Palace.</p> <p><b>Volunteer Afternoon Tea</b></p> <p>Building on the success of the Kings Award reception, plus the feedback from our wonderful volunteers, the trustees felt that it would be appropriate for an afternoon event to be held at Trinity Methodist Church Hall as a thank you for the contribution the volunteers had made over the past year. It was also felt to be an opportunity to invite those who were unable to attend the main Kings Award ceremony. The event was held on Friday the 14<sup>th</sup> November (the anniversary of the award). It was extremely well attended. A substantial afternoon tea was kindly provided by one of our volunteers and his wife. Feedback after the event was very positive indeed.</p> <p><b>Retirement</b></p> <p>Peter Comben, trustee, gave formal notice that he intends to retire from SAHS as of 1<sup>st</sup> of January 2026 after 21 years of loyal and exemplary service. Peter joined the Scheme as a driver in 2004, joined the committee in 2011 and was treasurer from 2014 to 2024.</p> |
|--|--|---|

|  |  |   |
|--|--|---|
|  |  | <p>In a speech during the volunteer afternoon tea, Chair Tony Dell, publicly thanked Peter for services to the Help Scheme and presented him with a gift of wine.</p> <p><b>Change of Chair</b></p> <p><b>Tony Dell</b>, Chair, trustee and driver gave formal notice that he intends to stand down as Chair from the 1<sup>st</sup> January 2026. He will remain on the board of trustees and continue with volunteer driving duties.</p> <p>It was agreed by the trustees that <b>Nick Reeves</b>, trustee, office co-ordinator and driver will replace <b>Tony Dell</b> as Chair on the 1<sup>st</sup> January 2026</p> <p><b>Other duties</b></p> <p>The trustees continued to monitor the day to day running of the scheme with regular bi-monthly meetings.</p> |
|--|--|---|

## Achievements and Performance

|   | SORP reference |   |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p><b>Achievements</b></p> <p>The main achievement of SAHS has been its continued contribution to the social wellbeing of the local community by providing an invaluable transportation service for local residents who have no access to transport of their own, are mostly elderly and live in a rural area with very limited public transport options. Our operation has enabled them to attend a wide range of healthcare appointments primarily within West Sussex.</p> <p>The journeys undertaken by our volunteer drivers also provide a valuable opportunity for those living on their own to experience social engagement and benefit from the stimulation this can give.</p> <p>It is also worth repeating that during 2025 SAHS was able to very successfully respond to a <b>29% increase</b> in requests for transport by the beneficiaries.</p> <p><b>Performance</b></p> <p>At the end of 2025 there were <b>288</b> beneficiaries registered with SAHS (an increase of <b>2</b> from 2024).</p> <p>A number of these beneficiaries had multiple needs requiring transportation to various</p> |

|  |  |   |
|--|--|---|
|  |  | <p>healthcare facilities around West Sussex. Others having ongoing treatment, required repeat journeys to the same healthcare facilities and there were many requests for single appointments. In total the office volunteers handled <b>1304</b> booking requests.</p> <p><b>48</b> of these requests were cancelled as a result of the clients' appointment being cancelled by the healthcare organisation.</p> <p><b>14</b> requests were cancelled by the client due to being unwell, admitted to hospital or cancelled at the last minute as they had found a family member or friend to take them.</p> <p><b>10</b> were requests where office volunteers were unable to find drivers. It was noted that this mainly occurred during summer holiday times. Some were due to last minute requests.</p> <p><b>4</b> requests were 'no shows' where the driver turned up at an address to no reply and neither SAHS nor the driver had been cancelled. One of these being due to a family emergency.</p> <p>As stated in the 'Contributions' section above, a total of <b>1228</b> journeys were successfully completed during the period of this report. The drivers completed an additional <b>371</b> journeys over and above last year's total.</p> <p>Clients often verbally express to office volunteers and drivers their appreciation and gratitude for the service that SAHS provides. This clientele gratitude is frequently reflected in the generosity of their donations.</p> |
|--|--|---|

## Financial Review

|   |                  |  |
|---|------------------|--|
| <p>Review of the charity's financial position at the end of the period</p>            | <p>Para 1.21</p> | <p><b>SAHS has an annual income under £25,000 and is therefore below the threshold that requires independent examination of its accounts. (Charities Act 2011 as amended refers)</b></p> <p>A separate Annual Account sheet is attached to this report. A summary is as follows:</p> <p><b>Income</b><br/>In this period (1<sup>st</sup> Jan to 31<sup>st</sup> Dec 2025) total funds received were <b>£24,922.60</b></p> <p>The main source of income came from donations made by beneficiaries in respect of journeys undertaken on their behalf and other miscellaneous donations including tributes in memory of a deceased client</p> <p>In January, unexpectedly, SAHS received a large donation of <b>£7,497.88</b> from the closure of the Bromham Trust account. In previous years the Bromham Trust has provided the scheme with an annual grant of £1000 – this generous annual grant has now come to an end.<br/>Two grants totalling <b>£1250</b> were secured from West Sussex CC Accessible Transport fund to be used for everyday running costs.</p> <p><b>Expenditure</b><br/>Total expenses amounted to <b>£14,272.86</b></p> <p>These comprised mainly of mileage expenses, paid to drivers at the government prescribed rate, office rent, telephone bill, insurance premiums, DBS checks and other sundries.</p> <p>The balance of income over expenditure at year end came to <b>£10,649.74.</b></p> |
| <p>Statement explaining the policy for holding reserves stating why they are held</p> | <p>Para 1.22</p> | <p>SAHS operates two accounts with Barclays Bank;</p> <ol style="list-style-type: none"> <li>1. An everyday business account used for the deposit of donations and payment of expenses, office rent, bills, etc.</li> <li>2. A savings account to which excess funds from the business account are transferred and kept in reserve for additional and unexpected expenses e.g. consultancy fees, accountancy advice, legal advice, recruiting campaigns, publicity campaigns etc.</li> </ol>   |

|  |           |   |
|--|-----------|---|
| Total reserves held  | Para 1.22 | <b>£21,626.22 as at 31 December 2025.</b>   |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | Currently there are no financial uncertainties. SAHS maintains a healthy balance in its bank accounts and is in a sound financial position. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |   |
|---|-----------|---|
| A description of the principal risks facing the charity | Para 1.46 | <p>Although the number of beneficiaries remains constant, the 29% increase in requests has been manageable through the generosity of the volunteers. The charity is able to meet the current demand from beneficiaries.</p> <p>However, a reduction in the number of volunteers (office staff and/or drivers) would affect the charity's efficiency and is a concern to the trustees. Accordingly the trustees are vigilant in monitoring the rise and fall in volunteer numbers.</p> |
|---|-----------|---|

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Type of governing document  | Para 1.25 | Constitution adopted 31 <sup>st</sup> May 2023   |
| How is the charity constituted?   | Para 1.25 | Foundation Charitable Incorporated Organisation  |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | <p>Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | <p>New trustees are directed to</p> <ul style="list-style-type: none"> <li>• The Charity Commissions Public Benefit Documents on the CC's website.</li> <li>• The Essential Trustee, what you need to know, what you need to do. (CC3) found on the CC's website.</li> <li>• The Storrington Area Help Scheme Constitution.</li> <li>• A copy of the latest accounts.</li> </ul> |
|--|-----------|--|

|                                       |           |  |
|---------------------------------------|-----------|--|
|                                       |           | <ul style="list-style-type: none"> <li>All current SAHS Policies and Procedures</li> </ul>   |
| Relationship with any related parties | Para 1.51 | Storrington Area Help Scheme is a member of the Chanctonbury Community Transport Forum. This is a group of like-minded organisations set up through the Primary Care Network of four local GP surgeries at Billingshurst, Storrington, Henfield and Steyning. The forum meets once a quarter to share best practice and information. |

## Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | STORRINGTON AREA HELP SCHEME                                     |
| Other name the charity uses | SAHS   |
| Registered charity number   | 1203336  |
| Charity's principal address | C/O TRINITY CENTRE,<br>THAKEHAM ROAD,<br>STORRINGTON<br>RH20 3NG |

|   | Trustee name           | Office (if any)    | Dates acted if not for whole year |
|---|------------------------|--------------------|-----------------------------------|
| 1 | Anthony William DELL   | CHAIR              | From 31 <sup>st</sup> May 2023    |
| 2 | Alan William CRAIG     | ADMINISTRATOR      | From 31 <sup>st</sup> May 2023    |
| 3 | Susan Ann REEVES       | OFFICE COORDINATOR | From 31 <sup>st</sup> May 2023    |
| 4 | Nicholas REEVES        | OFFICE COORDINATOR | From 31 <sup>st</sup> May 2023    |
| 5 | Geoffrey William ROPER | TREASURER          | From 31 <sup>st</sup> May 2023    |
| 6 | Paulette Mary ROPER    | TREASURER          | From 26 <sup>th</sup> Sept' 2023  |
| 7 | Peter John COMBEN      | TRUSTEE            | From 31 <sup>st</sup> May 2023    |

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A



## Other optional information

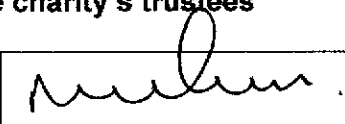

### This Annual Report and Accounts;

This annual report and accounts are compiled in accordance with the Charities Act 2011 and are retained for six years from the end of the financial year to which it applies.

## Declarations

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

|  |   |  |
|--|---|--|
| Signature(s)                           |  |  |
| Full name(s)                           | Nicholas Reeves   | Geoffrey William Robek   |
| Position (eg<br>Secretary, Chair, etc) | Chair   | Treasurer  |

Date

13/1/2026