

Corstorphine First Aid Support and Training

Trustees' Annual Report

2025 - 2026





Introduction

Corstorphine First Aid Support and Training is known as 'CFAST' for short. We became a registered charity (SC051712) in 2022 having previously been a not-for-profit organisation under the name '*Corstorphine Emergency Response (CER)*'.

We are fully volunteer led and operated, providing event first aid and medical cover, community training and skill sessions, regulated workplace first aid courses and community resilience during times of need.

We are based in Edinburgh but our reputation continues to grow stronger and we are increasingly supporting more and more communities and events across Scotland.

This report ensures our organisation is compliant with the 'Charities Accounts (Scotland) Regulations 2006' which sets out the requirement that we prepare receipts and payments accounts which must consist of:

- a Trustees' Annual Report
- a report from an external scrutineer
- a statement of the receipts and payments
- a statement of the balances as at the last day of the financial year
- notes to the accounts.

The Board of Trustees would like to take this opportunity to thank all the volunteers of CFAST for their continued support and dedication to both the charity and to supporting communities across Scotland over the past year.



Highlights and Impact

This year has been another exceptionally busy one for CFAST. We have delivered support for more events than ever before, and our volunteers have ensured that the public remain safe and that pressure on statutory services has been reduced.

We continue to maintain existing, as well as building new, strong relationships with partners in both our event delivery space, and as part of our wider activity with communities. This was particularly demonstrated through our work with Police Scotland where we provided funding for a publicly accessible Automated External Defibrillator (AED) to be installed outside Corstorphine Police Station, enhancing resilience within our local community.

This year we were selected by Tesco customers to receive a £1,500 Stronger Starts grant, having won votes made by customers within stores across the local area. This funding has enabled us to continue to expand our community first aid training capacity.

As well as expanding training to the community, we have invested considerable time to develop our own volunteers. Ensuring training is up to date and providing opportunities to learn and practice is essential to ensure our volunteers are confident and competent in being able to provide the services that they do.

We have strengthened policies and procedures within the organisation to ensure processes are more streamlined and that our volunteers are clearer about their responsibilities and where to find help or information when they need it. Alongside this we have overhauled our approach to administration with new processes and recruitment of dedicated administration volunteers. These new processes, whilst still new, have resulted in efficiencies and improved communication turnaround time which has been welcomed.

As in previous years, we continue to invest in new equipment to support our volunteers to undertake their roles and to deliver the highest quality standards of care. Investment in this equipment also demonstrates to the public, and all of the organisations we work with, our commitment to exceptional delivery of service.

Once again, this has been a successful year for CFAST and the Board and Management Team are committed to continuing to develop the organisation, to the benefit of our volunteers and our community.



Challenges

We continue to operate in a landscape of fiscal instability and uncertainty. We have seen costs increase this year – from the cost of fuel to essential consumables. We also remain cognisant that wider cuts to public spending can have an impact on other organisations abilities to hold events which in turn can create a risk for income generation for CFAST.

Demand for our services has increased again which, overall, is positive. However, increased demand also requires additional work by volunteers to ensure that the services we are delivering are appropriately planned and carried out. Whilst we have taken steps to address this challenge, for example through the recruitment of administration volunteers, it remains a risk and will be considered closely. As an entirely volunteer-led and operated charity, there always remains the challenge that the core functions of our organisation, and our ability to deliver services, are entirely reliant on the continued support and goodwill of our volunteers and Board members.



Looking Forward

Last year, this report highlighted the need for stronger strategic vision and direction, underpinned by actions to be taken, to enable CFAST to continue to deliver on what is the purpose of our charity.

Over the past year we have developed a new strategy for the organisation and this will be published in the coming months. Whilst the Board would have liked to deliver this sooner, due to capacity this was not possible but it is positive that preliminary work and drafting has taken place.

As set out last year, the Board of Trustees will assess progress against the strategic plan regularly, including finance, and will publish that progress in future versions of the Trustee's Annual Report – ensuring transparency and openness. We will also consider how we can engage partners in demonstrating to them how we are making progress against actions, helping to build and maintain trust in our organisation.

Governance

Governance remains in line with what is set out in the organisation's constitution and the Board meets quarterly as a minimum.

Changes to Board membership have taken place over the past year, with two members resigning from their posts. One of these positions has now been filled and we are exploring options to fill the remaining position.

The Office of the Scottish Charity Regulator (OSCR) have been informed of the changes to Board membership. From 9 March 2026, OSCR has been required by law to publish the names of a charity's trustees. This information for CFAST can be found on their [website](#).

Changes to Board membership has also been summarised below, including roles, for the purpose of this report.

2024-25	
Name	Role
Dominic Burns	Chair
Elaine Montgomery	Vice-Chair
Andrea Hepburn	Secretary
Lynda Robertson	Treasurer
Valda King-Evans	Member
Brian Morris	Member
Laura Howie	Member

2025-26	
Name	Role
Dominic Burns	Chair
Elaine Montgomery	Vice-Chair
Andrea Hepburn	Secretary
Lynda Robertson	Treasurer
Valda King-Evans	Member
Ewan Irvine	Member

Independent Examiners Report

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiners Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent Examiners Statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature:



Date: Sunday 12 July 2026

Name: Peter McArthur

Address:



Statement of Receipts and Payments

Year Ending 31 December 2025

	2025	2024
Receipts		
Events	£19,414.60	£6,742.00
Trainings	£2,120.00	£1,890.00
Grants	£1,125.00	£5,540.00
Donations/Fundraising	£200.00	£240.00
Miscellaneous	£558.76	£0.00
Total Receipts	£23,418.36	£14,412.00
Payments		
Uniforms	£483.48	£48.33
Equipment	£10,530.55	£9,931.32
Training Costs	£5,603.13	£1,087.33
Fundraising/Promotion Costs	£0.00	£398.55
Admin Costs	£2,172.46	£1,265.33
Insurance	£1,562.08	£1,558.80
Volunteer Expenses	£917.48	£72.55
Miscellaneous Costs	£347.40	£135.47
Total Payments	£21,616.58	£14,497.68
Surplus/(Deficit) for year	£1,801.78	-£85.68

Corstorphine First Aid Support & Training

Bank Reconciliation	
	£
Opening bank balance	£9,607.35
plus bank income	£23,418.36
less bank expenditure	- £21,616.58
Closing balance @ 31/12/25	£11,409.13
Balance according to Bank Statement	£11,409.13
deposits not showing on bank statement @ year end	£0.00
less outstanding transactions	£0.00
Total Bank Reconciled	£11,409.13

Cash Reconciliation	
	£
Opening cash balance	£78.40
plus cash income	£0.00
less cash expenditure	£0.00
Closing balance @ 31/12/25	£78.40
Balance according to Cash Box	£78.40
Total Cash Reconciled	£78.40