

# CAMBRIDGE DIAL A RIDE LIMITED

England & Wales · Charity number 1053924

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [03172130](#)

**Registered** 1996-03-21

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Unit B  
Rene Court  
Coldhams Road  
Cambridge  
CB1 3EW

**Phone** 01223506335

**Email** [chairman@cambridgedialaride.org.uk](mailto:chairman@cambridgedialaride.org.uk)

**Website** [www.cambridgedialaride.org.uk](http://www.cambridgedialaride.org.uk)

## Activities

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**Objects:** TO PROVIDE A COMMUNITY TRANSPORT SERVICE IN THE CITY OF CAMBRIDGE AND ITS SURROUNDING VILLAGES FOR PERSONS WHO HAVE SPECIAL NEED OF SUCH FACILITIES BECAUSE THEY ARE ELDERLY, SICK, DISABLED OR POOR, OR PEOPLE LIVING IN ISOLATED AREAS WHERE THERE ARE NO ADEQUATE PUBLIC TRANSPORT FACILITIES.

**Activities:** Cambridge Dial a Ride operates a door to door minibus service for the elderly and disabled residents of Cambridge. It caters for individual members and group hire activities.

## Classification

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- **How:** Provides Services
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

## Geography

- **Area of benefit:** NOT DEFINED -- IN PRACTICE CAMBRIDGE CITY AND SURROUNDING VILLAGES
- Cambridgeshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£331,432	£276,390	-	-
2024-03-31	£209,003	£261,811	-	-
2023-03-31	£190,128	£206,778	-	-
2022-03-31	£176,041	£179,717	-	-
2021-03-31	£237,245	£186,510	-	-

## Trustees

Name	Role	Appointed
<b>William Frederick Hughes CBE QPM</b>	Chair	2016-08-16
Graham William Redgrave MBE, FRAeS		2023-02-07
LINDA MILLS		
Simon Turner		2018-07-23

**CAMBRIDGE DIAL A RIDE LIMITED**

England & Wales - Charity number 1053924

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# Accounts

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CAMBRIDGE DIAL A RIDE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

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TRUSTEES:

Bill Hughes  
Linda Mills  
Simon Turner  
Philippa Corbett (resigned 01/10/2024)  
Graham Redgrave  
Andrew Matthews (resigned 14/02/2025)

COMPANY SECRETARY: Graham Redgrave

MANAGER: Mark Bennett

REGISTERED OFFICE:

Unit B  
Rene Court  
Coldhams Road  
Cambridge  
CB1 3EW

COMPANY REGISTRATION NUMBER: 3172130

CHARITY REGISTRATION NUMBER: 1053924

INDEPENDENT EXAMINER:

Ian W Shipley FCCA  
For and on behalf of:  
Prentis & Co LLP  
Chartered Accountants & Independent Examiners  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS:

Barclays Bank Plc  
28 Chesterton Road  
Cambridge  
CB4 3AZ

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## REPORT OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Cambridge Dial A Ride Limited for the year ended 31st March 2025, which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1 January 2019).

## STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing Document**

Cambridge Dial A Ride Limited is a company limited by guarantee with charitable status which is governed by a Memorandum and Articles of Association.

**Appointment of Trustees**

New trustees are appointed by a majority of trustees in office at that time.

**Trustee Induction and Training**

The trustees on appointment are provided with information and guidance relevant and post and they are also directed to guidance published by the Charity Commission.

**Organisational Structure**

The charity has a board of trustees who meet quarterly and are responsible for its strategic direction and policy. A manager is appointed by the trustees to manage the day to day operations of the charity.

**Risk Management**

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

## OBJECTIVES AND ACTIVITIES

Cambridge Dial a Ride Limited operates a door to door minibus service for the elderly and disabled residents of Cambridge and the surrounding villages who cannot access public transport. These include South Cambridgeshire and this year we have expanded into parts of East Cambridgeshire. We receive grants from both of these District Councils. The service caters for individual members and groups.

In planning their activities for the year, the trustees have kept in mind the Charity Commission's guidance on public benefit for their trustees meetings.

## ACHIEVEMENTS AND PERFORMANCE

Our membership numbers continue to increase. Journeys have continued to increase, including for groups, but occasionally the demand really stretches us. Our six paid drivers (two of whom are part-time) continue to work hard. The increase in the minimum wage and NIC this year have increased our costs significantly, but we are intending to keep the fares at the existing level for as long as possible. Volunteer drivers are still hard to find but we have had two new volunteer drivers join us this year.

One of our trustees, Simon, has qualified as a MIDAS assessor so can now revalidate our drivers at the stipulated intervals, train and qualify new drivers and can also provide the service to other minibus operators in the area. This will save us money in training and assessing our own personnel, plus provide some income from outside operators.

Our vehicle costs continue to increase as our buses get older, but this year we have purchased a newer second-hand bus to replace one that was written off due to accident damage which was deemed unworthwhile to repair. We are intending to procure new buses as part of a replacement programme in the future, dependent upon our grants and income.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## REPORT OF THE TRUSTEES .....CONT

## ACHIEVEMENTS AND PERFORMANCE - continued

The CPCA gave us an additional grant this year after we made representations to them, as our finances caused us concern as trustees. Due to this very welcome additional grant, we are now in a better position than we had anticipated, and we are continuing to work with the CPCA to improve our sustainability for the future. We still need an increase in our grants and income and are reviewing options to reduce our costs. We have provided costed plans and conducted a sustainability review to support our application for increased funding.

The Saturday day trips continued in the summer to locations including Holkham Hall, Felixstowe and Hunstanton and we intend to continue these for the future. The trips are always over-subscribed and are appreciated by our members who would not ordinarily be able to travel to these locations. The trips bring our members together and are beneficial for dealing with the social exclusion that many of our members endure.

We ran a second Christmas party for our members this year and were joined by members and staff from Cherry Trees day centre. We received a grant from a local charity PEM which was very useful for providing food and presents for our members. The organisation of the party is major logistical exercise, requiring all our buses for several journeys, all of our drivers and staff to look after the members, bringing them to the party and then taking them home again afterwards.

## RESERVES POLICY

The trustees have once again agreed to a policy of holding funds to a level of 6 months of resources expended which is in line with guidelines set by the Charity Commission. This amounts to an average of £100,000. The charity currently has free reserves of £15,313 (2024: £Nil) and intends to increase this over a number of years through making full use of the capacity of the buses and other fundraising measures.

## TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

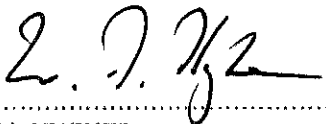
The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

## APPROVAL

This report was approved by the Trustees on 20/06/2025  
and signed on their behalf.

  
.....  
BILL HUGHES  
CHAIRMAN

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAMBRIDGE DIAL A RIDE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2025.

## RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s.145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act.

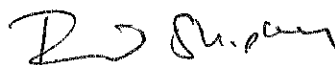
## INDEPENDENT EXAMINERS' STATEMENT

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- (2) the accounts do not accord with those accounting records;
- (3) the accounts do not comply with the accounting requirements of s.396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or;
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



IAN W SHIPLEY FCCA  
FOR AND ON BEHALF OF:  
PRENTIS & CO LLP  
CHARTERED ACCOUNTANTS &  
INDEPENDENT EXAMINERS

115c Milton Road  
Cambridge  
CB4 1XE

25th Jan 2025

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2025			2024				
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
<b>INCOME</b>									
Donations and legacies	2	8,792	-	-	8,792	8,173	-	-	8,173
Charitable activities:									
Grants received	3	159,664	-	-	159,664	76,312	-	-	76,312
Memberships, fares and hire charges	4	162,861	-	-	162,861	124,124	-	-	124,124
Investment income		115	-	-	115	394	-	-	394
<b>TOTAL INCOME</b>		<b>331,432</b>	<b>-</b>	<b>-</b>	<b>331,432</b>	<b>209,003</b>	<b>-</b>	<b>-</b>	<b>209,003</b>
<b>EXPENDITURE</b>									
Charitable activities		270,140	-	6,250	276,390	261,811	-	6,250	268,061
<b>TOTAL EXPENDITURE</b>	6	<b>270,140</b>	<b>-</b>	<b>6,250</b>	<b>276,390</b>	<b>261,811</b>	<b>-</b>	<b>6,250</b>	<b>268,061</b>
<b>NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>61,292</b>	<b>-</b>	<b>(6,250)</b>	<b>55,042</b>	<b>(52,808)</b>	<b>-</b>	<b>(6,250)</b>	<b>(59,058)</b>
<b>RECONCILIATION OF FUNDS</b>									
Total Funds brought forward		22,161	45,000	30,208	97,369	74,969	45,000	36,458	156,427
Total Funds carried forward		83,453	45,000	23,958	152,411	22,161	45,000	30,208	97,369

None of the charity's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2025 or 2024 other than those indicated in the Statement of Financial Activities.

The notes on pages 7 to 11 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

BALANCE SHEET	Notes	2025		2024	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8		94,723		63,146
<b>CURRENT ASSETS</b>					
Debtors	9	20,262		21,566	
Cash at bank and in hand		51,433		27,914	
<b>TOTAL CURRENT ASSETS</b>		<u>71,695</u>		<u>49,480</u>	
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	10		<u>14,007</u>		<u>15,257</u>
<b>CURRENT ASSETS</b>			<u>57,688</u>		<u>34,223</u>
<b>NET ASSETS</b>			<u>152,411</u>		<u>97,369</u>
<b>THE FUNDS OF THE CHARITY</b>					
Unrestricted funds	11		83,453		22,161
Designated funds			45,000		45,000
Restricted funds			23,958		30,208
<b>TOTAL CHARITY FUNDS</b>	12		<u>152,411</u>		<u>97,369</u>

The trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the charitable company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2025. The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31st March 2025 and of its surplus for the year then ended in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the charitable company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the board on 20/06/2025 and signed on it behalf.

  
 .....  
 BILL HUGHES  
 TRUSTEE

The notes on pages 7 to 11 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## STATEMENT OF CASHFLOWS

	Notes	2025 £	2024 £
<b>Cash from operating activities</b>			
Net cash provided by/(used) in operating activities	14	<u>67,149</u>	<u>(43,332)</u>
<b>Cash flows from investing activities</b>			
Interest		115	394
Purchase of tangible fixed asset		(43,745)	(36,024)
Proceeds from sale of tangible fixed assets		-	14,500
Net cash (used in)/provided by investing activities		<u>(43,630)</u>	<u>(21,130)</u>
Change in cash and cash equivalents in the year		23,519	(64,462)
Cash and cash equivalents at the beginning of the year		<u>27,914</u>	<u>92,376</u>
Cash and cash equivalents at the end of the year		<u>51,433</u>	<u>27,914</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

## GOING CONCERN

The financial statements have been prepared in line with the going concern concept. During the accounting year the income from fares has been stable and remained at pre-Covid levels. In addition, for a second year, summer trips on a Saturday have added to this. Importantly we have in combination with Officers of the Cambridge and Peterborough Combined Authority, under the direction of the Mayor's Office, conducted a full review to establish a sustainable future for CDAR as it was accepted that we provide an essential service. As a result, we were provided with an additional grant of £44,000. There is a final proposal to increase our funding so that we are fully sustainable with sufficient funds to renew our fleet on an on-going basis. This will be confirmed in June 2025. The trustees consider that this will provide sufficient reserves to remain a going concern and to initiate a bus replacement programme for the future.

The Charity is reliant on its existing reserves and grant funding together with the recent relief measures the Government has introduced.

The Trustees are constantly monitoring the situation and reviewing all possible scenarios. They consider the Charity with the support of its funders and planned increase in fares should have sufficient reserves to remain as a going concern.

## (b) INCOME

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

## (c) EXPENDITURE

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

## (d) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

## (e) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Motor vehicles	12.5% straight line basis
Office equipment	25% straight line basis
Fixtures & fittings	25% straight line basis

## (f) CAPITALISATION

Tangible fixed assets are recognised at cost when expenditure exceeds £1,000.

## (g) DEBTORS

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

**(h) CREDITORS AND PROVISIONS**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**(i) FUND ACCOUNTING**

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

**(j) PENSIONS**

The charity contributes to money purchase, defined contribution schemes, on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due which are included within creditors.

2.	DONATIONS AND LEGACIES	2025	2024
		£	£
	Cambs South Rotary	-	2,000
	The Betty Lawes Foundation	2,500	-
	Pye Foundation	5,000	-
	Others	1,292	6,173
		8,792	8,173
3.	GRANTS RECEIVED	2025	2024
		Total	Total
		Funds	Funds
		£	£
	Cambridgeshire & Peterborough combined authority	119,080	27,276
	Bus Service Operator's Grant	9,149	2,736
	Cambridgeshire County Council OASI	22,982	-
	Cambridge City Council	-	41,300
	South Cambridgeshire Council	5,000	5,000
	East Cambridgeshire Council	2,493	-
	Cambridgeshire & Peterborough combined authority -MIDAS	960	-
		159,664	76,312
4.	MEMBERSHIPS, FARES AND HIRE CHARGES	2025	2024
		£	£
	Concessionary fares	57,810	41,776
	Fares	63,417	46,571
	Hire charges	21,833	17,756
	Contracted hire	17,195	16,101
	Memberships	2,606	1,920
		162,861	124,124
5.	NET MOVEMENT IN FUNDS FOR THE YEAR	2025	2024
	Deficit for the year is stated after charging:	£	£
	Independent examination fee	750	650
	Depreciation of owned assets	12,168	14,839

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

6. TOTAL EXPENDITURE	2025			2024		
	Charitable activities	Governance costs	Total expended	Charitable activities	Governance costs	Total expended
	£	£	£	£	£	£
Accountancy	3,555	-	3,555	1,420	-	1,420
Bank charges	1,126	-	1,126	877	-	877
Computer costs	2,424	-	2,424	2,536	-	2,536
Depreciation	12,168	-	12,168	14,839	-	14,839
Fuel	15,834	-	15,834	13,123	-	13,123
Independent examination	-	750	750	-	650	650
Insurance	6,653	-	6,653	7,876	-	7,876
Licences and subscriptions	4,018	-	4,018	3,429	-	3,429
Miscellaneous	1,220	-	1,220	2,240	-	2,240
Motor expenses	17,641	-	17,641	28,683	-	28,683
Postage	783	-	783	1,124	-	1,124
Premises repairs and cleaning	2,597	-	2,597	2,505	-	2,505
Publicity and website - job advertising	349	-	349	169	-	169
Rent, rates, light and heat	16,302	-	16,302	15,544	-	15,544
Staff costs (note 7)	187,170	-	187,170	168,237	-	168,237
Stationery	1,165	-	1,165	742	-	742
Telephone	2,509	-	2,509	1,887	-	1,887
Training and recruitment	-	-	-	1,085	-	1,085
Uniforms	126	-	126	752	-	752
Professional fees	-	-	-	539	-	539
Travel and accommodation	-	-	-	304	-	304
Profit on disposals	-	-	-	(500)	-	(500)
	<u>275,640</u>	<u>750</u>	<u>276,390</u>	<u>267,411</u>	<u>650</u>	<u>268,061</u>

## 7. STAFF COSTS

No remuneration was paid to any of the trustees in the year or the previous year nor were any expenses reimbursed to them.

	2025	2024
	£	£
The staff costs were:		
Wages and salaries	176,181	159,093
Social Security costs	8,194	6,247
Other pension costs	1,772	1,603
Staff welfare	1,023	1,294
	<u>187,170</u>	<u>168,237</u>

No member of staff received remuneration of more than £60,000.

The average weekly number of staff employed during the year was 9 (2024: 9).

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

8.	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2025	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2024	174,474	11,251	1,250	186,975
	Additions	43,745	-	-	43,745
	Balance at 31st March 2025	218,219	11,251	1,250	230,720
	DEPRECIATION				
	Balance at 1st April 2024	113,200	9,689	940	123,829
	Charge for the year	11,143	715	310	12,168
	Balance at 31st March 2025	124,343	10,404	1,250	135,997
	NET BOOK VALUE AT				
	31st March 2025	93,876	847	-	94,723
	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2024	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2023	154,974	10,727	1,250	166,951
	Additions	35,500	524	-	36,024
	Disposals	(16,000)	-	-	(16,000)
	Balance at 31st March 2024	174,474	11,251	1,250	186,975
	DEPRECIATION				
	Balance at 1st April 2023	100,889	8,975	626	110,490
	Charge for the year	13,811	714	314	14,839
	Disposals	(1,500)	-	-	(1,500)
	Balance at 31st March 2024	113,200	9,689	940	123,829
	NET BOOK VALUE AT				
	31st March 2024	61,274	1,562	310	63,146
9.	DEBTORS			2025	2024
	Due within one year:			£	£
	Accrued income			8,791	13,879
	Other debtors			2,325	4,181
	Trade debtors			7,117	3,096
	Prepayments			2,029	410
				20,262	21,566
10.	CREDITORS			2025	2024
	Due within one year:			£	£
	Accruals & deferred income			3,375	1,400
	Other taxes and social security			4,036	6,477
	Trade creditors			6,045	5,454
	Other creditors			551	1,926
				14,007	15,257

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2025

## NOTES TO THE FINANCIAL STATEMENTS

11.	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2025	£	£	£	£
	Restricted	30,208	-	(6,250)	23,958
	Unrestricted	22,161	331,432	(270,140)	83,453
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>97,369</u>	<u>331,432</u>	<u>(276,390)</u>	<u>152,411</u>

	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2024	£	£	£	£
	Restricted	36,458	-	(6,250)	30,208
	Unrestricted	74,969	209,003	(261,811)	22,161
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>156,427</u>	<u>209,003</u>	<u>(268,061)</u>	<u>97,369</u>

Restricted funds comprises a grant received for the purchase of a bus.

Designated funds are funds set aside by the trustees for future bus replacements.

12.	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2025	£	£	£
	Restricted funds	23,958	-	23,958
	Designated funds	-	45,000	45,000
	Unrestricted funds	70,765	12,688	83,453
		<u>94,723</u>	<u>57,688</u>	<u>152,411</u>

	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2024	£	£	£
	Restricted funds	30,208	-	30,208
	Designated funds	-	45,000	45,000
	Unrestricted funds	32,938	(10,777)	22,161
		<u>63,146</u>	<u>34,223</u>	<u>97,369</u>

13.	LIABILITY OF THE MEMBERS		
	The charity is limited by guarantee. In the event of the charity being wound up, the liability of the members is limited to £1.		
14.	RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES	2025	2024
		£	£
	Net movement in funds	55,042	(59,058)
	Deduct interest received	(115)	(394)
	Depreciation in the year and loss on disposals	12,168	14,839
	(Decrease)/increase in creditors	(1,250)	6,736
	Decrease/(increase) in debtors	1,304	(5,455)
	Net cash used in operating activities	<u>67,149</u>	<u>(43,332)</u>

15.	RELATED PARTY TRANSACTIONS
	No trustees were remunerated during the year. No expenses were reimbursed to the trustees during the year.

**CAMBRIDGE DIAL A RIDE LIMITED**

England & Wales - Charity number 1053924

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# Accounts

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CAMBRIDGE DIAL A RIDE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

CONTENTS AND CHARITY INFORMATION

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TRUSTEES: Clive Hay (resigned 18/08/2023)  
Bill Hughes  
Linda Mills  
Simon Turner  
Philippa Corbett  
Graham Redgrave  
Andrew Matthews (appointed 19/10/2023)

COMPANY SECRETARY: Clive Hay (resigned 18/08/2023)  
Graham Redgrave (appointed 19/10/2023)

MANAGER: Mark Bennett

REGISTERED OFFICE: Unit B  
Rene Court  
Coldhams Road  
Cambridge  
CB1 3EW

COMPANY REGISTRATION NUMBER: 3172130

CHARITY REGISTRATION NUMBER: 1053924

INDEPENDENT EXAMINER: Ian W Shipley FCCA  
For and on behalf of:  
Prentis & Co LLP  
Chartered Accountants & Independent Examiners  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS: Barclays Bank Plc  
28 Chesterton Road  
Cambridge  
CB4 3AZ

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## REPORT OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Cambridge Dial A Ride Limited for the year ended 31st March 2024, which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1 January 2019).

## STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing Document**

Cambridge Dial A Ride Limited is a company limited by guarantee with charitable status which is governed by a Memorandum and Articles of Association.

**Appointment of Trustees**

New trustees are appointed by a majority of trustees in office at that time.

**Trustee Induction and Training**

The trustees on appointment are provided with information and guidance relevant and post and they are also directed to guidance published by the Charity Commission.

**Organisational Structure**

The charity has a board of trustees who meet quarterly and are responsible for its strategic direction and policy. A manager is appointed by the trustees to manage the day to day operations of the charity.

**Risk Management**

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

## OBJECTIVES AND ACTIVITIES

Cambridge Dial a Ride Limited operates a door to door minibus service for the elderly and disabled residents of Cambridge and the surrounding villages in South Cambridgeshire who cannot access public transport. The service caters for individual members and groups.

In planning their activities for the year, the trustees have kept in mind the Charity Commission's guidance on public benefit for their trustees meetings.

## ACHIEVEMENTS AND PERFORMANCE

Our membership numbers continue to increase, as do the numbers of journeys undertaken. We welcomed a new Operations Manager, Mark Bennett, who is settling in well.

During the year, the working minimum wage was increased, and again in April 2024. We have six paid drivers on this wage (two of the drivers being part-time receive a proportionate amount). This has increased our salary costs significantly. We have had to move to paid drivers as we have been unsuccessful in finding volunteer drivers to supplement the numbers. This appears to be a common problem for all charities in Cambridge.

Our vehicle costs have also increased significantly as our fleet gets older. All our other costs have increased throughout the year which has resulted in our financial resources continuing to decrease.

Despite a small increase in the grants from both the CPCA and the City Council, the grants have not been increased for many years and fall well short of what we need to continue operations. We have made our case to both the CPCA and the City Council and await their response.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## REPORT OF THE TRUSTEES .....CONT

## ACHIEVEMENTS AND PERFORMANCE - continued

During the year we ran several Saturday day trips to various locations including Holkham Hall, Felixstowe and Hunstanton. These were enthusiastically supported by our members, many of whom have not had days out for many years. The demand was so great that on several of the trips we had to use three or four buses. We also ran a Christmas party for our members and were supported by a donation from the City Council. We had to use all our buses and all our drivers, both paid and volunteers, to get 61 of our members to and from the party.

## RESERVES POLICY

The trustees have once again agreed to a policy of holding funds to a level of 6 months of resources expended which is in line with guidelines set by the Charity Commission. This amounts to an average of £100,000. The charity currently has free reserves of £nil (2023: £45,862) and intends to increase this over a number of years through making full use of the capacity of the buses and other fundraising measures.

## FUTURE DEVELOPMENTS

Our bus fleet needs steady and continued replacement, but our reserves are insufficient at present. Our funding gives great concern and unless we receive additional financial help, our future is uncertain.

We intend to continue running the Saturday days out this year, as demand has been very high. We also intend to run the Christmas party for as many members as possible, as the 2023 party was a great success.

Due to our financial issues, we will have to increase our fares from July 2024. We do this extremely reluctantly, but the fare increase we have implemented should generate a small surplus to ensure we can operate this year whilst we continue to discuss with the CPCA and the City Council a longer-term solution to give us future sustainability. However, we fear that this may reduce the number of members travelling with us, as well as putting a strain on the resources of many of our members who are already facing cost of living issues elsewhere. If we can obtain more and better funding, our first change will be to reduce fares as much as possible.

We are also now receiving grants from both South Cambridgeshire and East Cambridgeshire District Councils so that we can expand our journeys to take in their respective areas. We are monitoring these developments to ensure that the additional grants cover our increased costs.

## TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

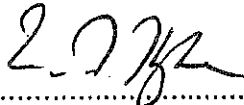
REPORT OF THE TRUSTEES .....CONT

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS - continued

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPROVAL

This report was approved by the Trustees on 25th July 2024 and signed on their behalf.



.....  
BILL HUGHES  
CHAIRMAN

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAMBRIDGE DIAL A RIDE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2024.

## RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s.145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act.

## INDEPENDENT EXAMINERS' STATEMENT

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- (2) the accounts do not accord with those accounting records;
- (3) the accounts do not comply with the accounting requirements of s.396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or;
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



IAN W SHIPLEY FCCA  
FOR AND ON BEHALF OF:  
PRENTIS & CO LLP  
CHARTERED ACCOUNTANTS &  
INDEPENDENT EXAMINERS

2<sup>nd</sup> August 2024.

115c Milton Road  
Cambridge  
CB4 1XE

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2024			2023				
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
<b>INCOME</b>									
Donations and legacies	2	8,173	-	-	8,173	20,912	-	-	20,912
Charitable activities:									
Grants received	3	76,312	-	-	76,312	74,450	-	-	74,450
Memberships, fares and hire charges	4	124,124	-	-	124,124	94,642	-	-	94,642
Investment income		394	-	-	394	124	-	-	124
<b>TOTAL INCOME</b>		<b>209,003</b>	<b>-</b>	<b>-</b>	<b>209,003</b>	<b>190,128</b>	<b>-</b>	<b>-</b>	<b>190,128</b>
<b>EXPENDITURE</b>									
Charitable activities		261,811	-	6,250	268,061	200,528	-	6,250	206,778
<b>TOTAL EXPENDITURE</b>	6	<b>261,811</b>	<b>-</b>	<b>6,250</b>	<b>268,061</b>	<b>200,528</b>	<b>-</b>	<b>6,250</b>	<b>206,778</b>
<b>NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(52,808)</b>	<b>-</b>	<b>(6,250)</b>	<b>(59,058)</b>	<b>(10,400)</b>	<b>-</b>	<b>(6,250)</b>	<b>(16,650)</b>
<b>RECONCILIATION OF FUNDS</b>									
Total Funds brought forward		74,969	45,000	36,458	156,427	85,369	45,000	42,708	173,077
Total Funds carried forward		22,161	45,000	30,208	97,369	74,969	45,000	36,458	156,427

None of the charity's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2024 or 2023 other than those indicated in the Statement of Financial Activities.

The notes on pages 8 to 12 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## BALANCE SHEET

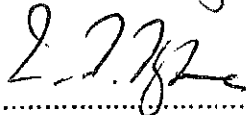
	Notes	2024		2023	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8		63,146		56,461
<b>CURRENT ASSETS</b>					
Debtors	9	21,566		16,111	
Cash at bank and in hand		27,914		92,376	
<b>TOTAL CURRENT ASSETS</b>		<u>49,480</u>		<u>108,487</u>	
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	10	<u>15,257</u>		<u>8,521</u>	
<b>CURRENT ASSETS</b>			<u>34,223</u>		<u>99,966</u>
<b>NET ASSETS</b>			<u>97,369</u>		<u>156,427</u>
<b>THE FUNDS OF THE CHARITY</b>	11				
Unrestricted funds			22,161		74,969
Designated funds			45,000		45,000
Restricted funds			<u>30,208</u>		<u>36,458</u>
<b>TOTAL CHARITY FUNDS</b>	12		<u>97,369</u>		<u>156,427</u>

The trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the charitable company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2024. The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31st March 2024 and of its net expenditure for the year then ended in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the charitable company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the board on

25<sup>th</sup> July 2024

and signed on it behalf.



.....  
BILL HUGHES  
TRUSTEE

The notes on pages 8 to 12 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## STATEMENT OF CASHFLOWS

	Notes	2024 £	2023 £
<b>Cash from operating activities</b>			
Net cash used in operating activities	14	<u>(43,332)</u>	<u>(862)</u>
<b>Cash flows from investing activities</b>			
Interest		394	124
Purchase of tangible fixed asset		(36,024)	(18,336)
Proceeds from sale of tangible fixed assets		14,500	-
Net cash provided by investing activities		<u>(21,130)</u>	<u>(18,212)</u>
Change in cash and cash equivalents in the year		(64,462)	(19,074)
Cash and cash equivalents at the beginning of the year		92,376	111,450
Cash and cash equivalents at the end of the year		<u>27,914</u>	<u>92,376</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

## GOING CONCERN

The financial statements have been prepared under the Going Concern concept. Many of the Charity's users are in the vulnerable and self isolating groups effected by the COVID 19 pandemic and this had effected fare income. At the date of signing services have begun to return to pre COVID 19 levels.

The Charity is reliant on its existing reserves and grant funding together with the recent relief measures the Government has introduced.

The Trustees are constantly monitoring the situation and reviewing all possible scenarios. They consider the Charity with the support of its funders and planned increase in fares should have sufficient reserves to remains as a going concern.

## (b) INCOME

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

## (c) EXPENDITURE

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

## (d) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

## (e) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Motor vehicles	12.5% straight line basis
Office equipment	25% straight line basis
Fixtures & fittings	25% straight line basis

## (f) CAPITALISATION

Tangible fixed assets are recognised at cost when expenditure exceeds £1,000.

## (g) DEBTORS

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

## (h) CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

## (i) FUND ACCOUNTING

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

## (j) PENSIONS

The charity contributes to money purchase, defined contribution schemes, on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due which are included within creditors.

2.	<b>DONATIONS AND LEGACIES</b>	2024	2023
	- Unrestricted	£	£
	Cambs South Rotary	2,000	-
	National Lottery	-	10,000
	Pye Foundation	-	5,000
	Girton Golf Club	-	5,533
	Others	6,173	379
		<u>8,173</u>	<u>20,912</u>
3.	<b>GRANTS RECEIVED</b>	2024	2023
	- Unrestricted	Total	Total
		Funds	Funds
		£	£
	Cambridgeshire & Peterborough combined authority	27,276	-
	Bus Service Operator's Grant	2,736	4,901
	Cambridgeshire County Council	-	29,549
	Cambridge City Council	41,300	40,000
	South Cambridgeshire Council	5,000	-
		<u>76,312</u>	<u>74,450</u>
4.	<b>MEMBERSHIPS, FARES AND HIRE CHARGES</b>	2024	2023
		£	£
	Concessionary fares	41,776	27,256
	Fares	46,571	32,475
	Hire charges	17,756	16,696
	Contracted hire	16,101	15,405
	Memberships	1,920	2,810
		<u>124,124</u>	<u>94,642</u>
5.	<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>	2024	2023
	Deficit for the year is stated after charging:	£	£
	Independent examination fee	650	570
	Depreciation of owned assets	14,839	11,771
		<u>14,839</u>	<u>11,771</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

## 6. TOTAL EXPENDITURE

	2024			2023		
	Charitable activities	Governance costs	Total expended	Charitable activities	Governance costs	Total expended
	£	£	£	£	£	£
Accountancy	1,420	-	1,420	2,725	-	2,725
Bank charges	877	-	877	661	-	661
Computer costs	2,536	-	2,536	2,226	-	2,226
Depreciation	14,839	-	14,839	11,771	-	11,771
Fuel	13,123	-	13,123	12,174	-	12,174
Independent examination	-	650	650	-	570	570
Insurance	7,876	-	7,876	6,446	-	6,446
Licences and subscriptions	3,429	-	3,429	3,689	-	3,689
Miscellaneous	2,240	-	2,240	711	-	711
Motor expenses	28,683	-	28,683	17,575	-	17,575
Postage	1,124	-	1,124	908	-	908
Premises repairs and cleaning	2,505	-	2,505	2,567	-	2,567
Publicity and website - job advertising	169	-	169	72	-	72
Rent, rates, light and heat	15,544	-	15,544	12,541	-	12,541
Staff costs (note 7)	168,237	-	168,237	128,535	-	128,535
Stationery	742	-	742	359	-	359
Telephone	1,887	-	1,887	1,677	-	1,677
Training and recruitment	1,085	-	1,085	1,306	-	1,306
Uniforms	752	-	752	162	-	162
Volunteers' expenses	-	-	-	55	-	55
Professional fees	539	-	539	-	-	-
Travel and accommodation	304	-	304	48	-	48
Profit on disposals	(500)	-	(500)	-	-	-
	267,411	650	268,061	206,208	570	206,778

## 7. STAFF COSTS

No remuneration was paid to any of the trustees in the year or the previous year nor were any expenses reimbursed to them.

	2024	2023
	£	£
The staff costs were:		
Wages and salaries	159,093	120,375
Social Security costs	6,247	4,756
Other pension costs	1,603	2,467
Staff welfare	1,294	937
	<u>168,237</u>	<u>128,535</u>

No member of staff received remuneration of more than £60,000.

The average weekly number of staff employed during the year was 9 (2023: 6).

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

8.	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2024	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2023	154,974	10,727	1,250	166,951
	Additions	35,500	524	-	36,024
	Disposals	(16,000)	-	-	(16,000)
	Balance at 31st March 2024	174,474	11,251	1,250	186,975
	DEPRECIATION				
	Balance at 1st April 2023	100,889	8,975	626	110,490
	Charge for the year	13,811	714	314	14,839
	Disposals	(1,500)	-	-	(1,500)
	Balance at 31st March 2024	113,200	9,689	940	123,829
	NET BOOK VALUE AT				
	31st March 2024	61,274	1,562	310	63,146
	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2023	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2022	138,974	8,391	1,250	148,615
	Additions	16,000	2,336	-	18,336
	Balance at 31st March 2023	154,974	10,727	1,250	166,951
	DEPRECIATION				
	Balance at 1st April 2022	90,016	8,391	312	98,719
	Charge for the year	10,873	584	314	11,771
	Balance at 31st March 2023	100,889	8,975	626	110,490
	NET BOOK VALUE AT				
	31st March 2023	54,085	1,752	624	56,461
9.	DEBTORS			2024	2023
	Due within one year:			£	£
	Accrued income			13,879	8,606
	Other debtors - VAT			4,181	3,557
	Trade debtors			3,096	2,515
	Prepayments			410	1,433
				21,566	16,111
10.	CREDITORS			2024	2023
	Due within one year:			£	£
	Accruals & deferred income			1,400	1,400
	Other taxes and social security			6,477	2,780
	Trade creditors			5,454	3,762
	Other creditors			1,926	579
				15,257	8,521

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## NOTES TO THE FINANCIAL STATEMENTS

11.	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2024	£	£	£	£
	Restricted	36,458	-	(6,250)	30,208
	Unrestricted	74,969	209,003	(261,811)	22,161
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>156,427</u>	<u>209,003</u>	<u>(268,061)</u>	<u>97,369</u>

	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2023	£	£	£	£
	Restricted	42,708	-	(6,250)	36,458
	Unrestricted	85,369	190,128	(200,528)	74,969
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>173,077</u>	<u>190,128</u>	<u>(206,778)</u>	<u>156,427</u>

12.	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2024	£	£	£
	Restricted funds	30,208	-	30,208
	Designated funds	-	45,000	45,000
	Unrestricted funds	32,938	(10,777)	22,161
		<u>63,146</u>	<u>34,223</u>	<u>97,369</u>

	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2023	£	£	£
	Restricted funds	36,458	-	36,458
	Designated funds	-	45,000	45,000
	Unrestricted funds	20,003	54,966	74,969
		<u>56,461</u>	<u>99,966</u>	<u>156,427</u>

13. LIABILITY OF THE MEMBERS  
The charity is limited by guarantee. In the event of the charity being wound up, the liability of the members is limited to £1.

14.	RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES	2024	2023
		£	£
	Net movement in funds	(59,058)	(16,650)
	Deduct interest received	(394)	(124)
	Depreciation in the year and loss on disposals	14,839	11,771
	(Decrease)/increase in creditors	6,736	(669)
	Decrease/(increase) in debtors	(5,455)	4,810
	Net cash used in operating activities	<u>(43,332)</u>	<u>(862)</u>

15. RELATED PARTY TRANSACTIONS  
No trustees were remunerated during the year.

No expenses were reimbursed to the trustees during the year.

**CAMBRIDGE DIAL A RIDE LIMITED**

England & Wales - Charity number 1053924

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# Accounts

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CAMBRIDGE DIAL A RIDE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

CONTENTS AND CHARITY INFORMATION

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TRUSTEES:

Clive Hay  
Bill Hughes  
Linda Mills  
Simon Turner  
Philippa Corbett  
Graham Redgrave

COMPANY SECRETARY: Clive Hay

MANAGER: Ryan Langston

REGISTERED OFFICE:

Unit B  
Rene Court  
Coldhams Road  
Cambridge  
CB1 3EW

COMPANY REGISTRATION NUMBER: 3172130

CHARITY REGISTRATION NUMBER: 1053924

INDEPENDENT EXAMINER:

Ian W Shipley FCCA  
For and on behalf of:  
Prentis & Co LLP  
Chartered Accountants & Independent Examiners  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS:

Barclays Bank Plc  
28 Chesterton Road  
Cambridge  
CB4 3AZ

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## REPORT OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Cambridge Dial A Ride Limited for the year ended 31st March 2023, which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1 January 2019).

## STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing Document**

Cambridge Dial A Ride Limited is a company limited by guarantee with charitable status which is governed by a Memorandum and Articles of Association.

**Appointment of Trustees**

New trustees are appointed by a majority of trustees in office at that time.

**Trustee Induction and Training**

The trustees on appointment are provided with information and guidance relevant and post and they are also directed to guidance published by the Charity Commission.

**Organisational Structure**

The charity has a board of trustees who meet quarterly and are responsible for its strategic direction and policy. A manager is appointed by the trustees to manage the day to day operations of the charity.

**Risk Management**

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

## OBJECTIVES AND ACTIVITIES

Cambridge Dial a Ride Limited operates a door to door minibus service for the elderly and disabled residents of Cambridge and the surrounding villages in South Cambridgeshire who cannot access public transport. The service caters for individual members and groups.

In planning their activities for the year, the trustees have kept in mind the Charity Commission's guidance on public benefit for their trustees meetings.

## ACHIEVEMENTS AND PERFORMANCE

We continue to be supported by the CPCA and Cambridge City Council with their grants, and the CPCA also support the bus pass scheme that enables us to reduce the fares to our members who hold bus passes.

We started to move slowly and carefully out of the pandemic during this year. Our PPE and screening precautions appeared to be effective for the safety of our members and staff, for which we are very pleased. Our drivers and volunteers managed well. We are carefully starting to remove screens and reduce the disinfecting processes.

The number of members and their journeys with us began to increase again during the year but have not yet reached the pre-Covid numbers. We are working hard to increase both, and initial signs look promising.

Our bus situation continues to cause us problems, with costly repair bills as our buses grow older. We are looking at various ways to improve the fleet with newer buses. Our long-term aim is still to move to electric buses, but cost is still the prohibiting factor.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## REPORT OF THE TRUSTEES .....CONT

## ACHIEVEMENTS AND PERFORMANCE - continued

We welcomed our new Operations Manager, Ryan Langston, who has replaced Shane Buffham who has moved to take regional charge for a major bus company. Ryan has started well and has already impressed with his zeal and enterprise. We have started to introduce journeys at weekends to further destinations which have proved popular.

## RESERVES POLICY

The trustees have once again agreed to a policy of holding funds to a level of 6 months of resources expended which is in line with guidelines set by the Charity Commission. This amounts to an average of £100000. The charity currently has free reserves of £45862 (2022: £78181) and intends to increase this over a number of years through making full use of the capacity of the buses and other fundraising measures.

## FUTURE DEVELOPMENTS

We intend to extend the number of weekend trips as the new year progresses. Our survey of members which we conduct as part of our CPCA grant agreement, recognises our role in reducing loneliness and as our constitution states, enabling the mobility of many who would simply not go out if not for us.

We want to keep our fares and membership costs as low as possible for as long as we can, but inflation and servicing costs may make that difficult.

The contactless payment system has been welcomed by many of our members. We are also reviewing software systems that will improve the efficiency of our database and scheduling functions.

We are looking to work with the CPCA and South Cambridgeshire District Council to expand our operations into other local areas. Additionally, we are also discussing collaborations with other similar services, such as FACT in the Fenland area, and with other bus companies to enhance our community transport role.

## TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

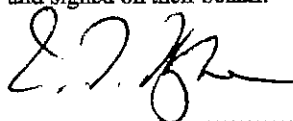
REPORT OF THE TRUSTEES .....CONT

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS - continued

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPROVAL

This report was approved by the Trustees on 17<sup>th</sup> August 2023  
and signed on their behalf.



.....  
BILL HUGHES  
CHAIRMAN

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAMBRIDGE DIAL A RIDE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2023.

## RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s.145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act.

## INDEPENDENT EXAMINERS' STATEMENT

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- (2) the accounts do not accord with those accounting records;
- (3) the accounts do not comply with the accounting requirements of s.396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or;
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



IAN W SHIPLEY FCCA  
FOR AND ON BEHALF OF:  
PRENTIS & CO LLP  
CHARTERED ACCOUNTANTS &  
INDEPENDENT EXAMINERS

115c Milton Road  
Cambridge  
CB4 1XE

31<sup>st</sup> August 2023

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2023			2022		
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Unrestricted Funds £	Designated Funds £	Restricted Funds £
<b>INCOME</b>							
Donations and legacies	2	20,912	-	-	10,595	-	10,595
Charitable activities:							
Grants received	3	74,450	-	-	89,805	-	89,805
Memberships, fares and hire charges	4	94,642	-	-	75,634	-	75,634
Investment income		124	-	-	7	-	7
<b>TOTAL INCOME</b>		<b>190,128</b>	<b>-</b>	<b>-</b>	<b>176,041</b>	<b>-</b>	<b>176,041</b>
<b>EXPENDITURE</b>							
Charitable activities		200,528	-	6,250	173,467	-	179,717
<b>TOTAL EXPENDITURE</b>	6	<b>200,528</b>	<b>-</b>	<b>6,250</b>	<b>173,467</b>	<b>-</b>	<b>179,717</b>
<b>NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(10,400)</b>	<b>-</b>	<b>(6,250)</b>	<b>2,574</b>	<b>-</b>	<b>(3,676)</b>
<b>RECONCILIATION OF FUNDS</b>							
Total Funds brought forward		85,369	45,000	42,708	82,795	45,000	176,753
Total Funds carried forward		74,969	45,000	36,458	85,369	45,000	173,077

None of the charity's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2023 or 2022 other than those indicated in the Statement of Financial Activities.

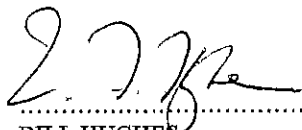
The notes on pages 8 to 12 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

BALANCE SHEET	Notes	2023		2022	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8		56,461		49,896
<b>CURRENT ASSETS</b>					
Debtors	9	16,111		20,921	
Cash at bank and in hand		92,376		111,450	
<b>TOTAL CURRENT ASSETS</b>		<u>108,487</u>		<u>132,371</u>	
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	10		<u>8,521</u>		<u>9,190</u>
<b>CURRENT ASSETS</b>			<u>99,966</u>		<u>123,181</u>
<b>NET ASSETS</b>			<u>156,427</u>		<u>173,077</u>
<b>THE FUNDS OF THE CHARITY</b>					
Unrestricted funds	11		74,969		85,369
Designated funds			45,000		45,000
Restricted funds			36,458		42,708
<b>TOTAL CHARITY FUNDS</b>	12		<u>156,427</u>		<u>173,077</u>

The trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the charitable company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2023. The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31st March 2023 and of its net expenditure for the year then ended in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the charitable company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the board on 17th August 2023 and signed on it behalf.

  
 .....  
 BILL HUGHES  
 TRUSTEE

The notes on pages 8 to 12 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## STATEMENT OF CASHFLOWS

	Notes	2023 £	2022 £
<b>Cash from operating activities</b>			
Net cash used in operating activities	14	<u>(862)</u>	<u>18,922</u>
<b>Cash flows from investing activities</b>			
Interest		124	7
Purchase of tangible fixed asset		(18,336)	-
Proceeds from sale of tangible fixed assets		-	13,333
Net cash provided by investing activities		<u>(18,212)</u>	<u>13,340</u>
Change in cash and cash equivalents in the year		(19,074)	32,262
Cash and cash equivalents at the beginning of the year		111,450	79,188
Cash and cash equivalents at the end of the year		<u>92,376</u>	<u>111,450</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

## GOING CONCERN

The financial statements have been prepared under the Going Concern concept. Many of the Charity's users are in the vulnerable and self isolating groups effected by the COVID 19 pandemic and this had effected fare income. At the date of signing services have begun to return to post COVID 19 levels.

The Charity is reliant on its existing reserves and grant funding together with the recent relief measures the Government has introduced.

The Trustees are constantly monitoring the situation and reviewing all possible scenarios. They consider the Charity with the support of its funders should have sufficient reserves to remains as a going concern.

## (b) INCOME

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

## (c) EXPENDITURE

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

## (d) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

## (e) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Motor vehicles	12.5% straight line basis
Office equipment	25% straight line basis
Fixtures & fittings	25% straight line basis

## (f) CAPITALISATION

Tangible fixed assets are recognised at cost when expenditure exceeds £1000.

## (g) DEBTORS

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

## (h) CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

## (i) FUND ACCOUNTING

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

## (j) PENSIONS

The charity contributes to money purchase, defined contribution schemes, on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due which are included within creditors.

2.	DONATIONS AND LEGACIES	2023	2022
	- Unrestricted	£	£
	V Landawski	-	5,000
	Cambs South Rotary	-	2,000
	Trinity Hall	-	1,500
	National Lottery	10,000	-
	Pye Foundation	5,000	-
	Girton Golf Club	5,533	-
	Others	379	2,095
		<u>20,912</u>	<u>10,595</u>
3.	GRANTS RECEIVED	2023	2022
	- Unrestricted	Total	Total
		Funds	Funds
		£	£
	Coronavirus Job Retention Scheme	-	14,752
	Bus Service Operator's Grant	4,901	2,777
	Cambridgeshire County Council	29,549	27,276
	Cambridge City Council	40,000	40,000
	Pye Foundation	-	5,000
		<u>74,450</u>	<u>89,805</u>
4.	MEMBERSHIPS, FARES AND HIRE CHARGES	2023	2022
		£	£
	Concessionary fares	27,256	24,578
	Fares	32,475	22,219
	Hire charges	16,696	11,447
	Contracted hire	15,405	15,405
	Memberships	2,810	1,985
		<u>94,642</u>	<u>75,634</u>
5.	NET MOVEMENT IN FUNDS FOR THE YEAR	2023	2022
	Deficit for the year is stated after charging:	£	£
	Independent examination fee	570	545
	Depreciation of owned assets	11,771	11,289
		<u>12,341</u>	<u>11,834</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

6. TOTAL EXPENDITURE	2023			2022		
	Charitable activities	Governance costs	Total expended	Charitable activities	Governance costs	Total expended
	£	£	£	£	£	£
Accountancy	2,725	-	2,725	4,182	-	4,182
Bank charges	661	-	661	446	-	446
Computer costs	2,226	-	2,226	2,643	-	2,643
Depreciation	11,771	-	11,771	11,289	-	11,289
Fuel	12,174	-	12,174	6,856	-	6,856
Independent examination	-	570	570	-	545	545
Insurance	6,446	-	6,446	7,148	-	7,148
Licences and subscriptions	3,689	-	3,689	1,836	-	1,836
Miscellaneous	711	-	711	1,594	-	1,594
Motor expenses	17,575	-	17,575	12,852	-	12,852
Postage	908	-	908	795	-	795
Premises repairs and cleaning	2,567	-	2,567	2,850	-	2,850
Publicity and website - job advertising	72	-	72	1,169	-	1,169
Rent, rates, light and heat	12,541	-	12,541	13,585	-	13,585
Staff costs (note 7)	128,535	-	128,535	108,146	-	108,146
Stationery	359	-	359	552	-	552
Telephone	1,677	-	1,677	1,984	-	1,984
Training and recruitment	1,306	-	1,306	924	-	924
Uniforms	162	-	162	602	-	602
Volunteers' expenses	55	-	55	128	-	128
Travel and accommodation	48	-	48	-	-	-
Loss on disposals	-	-	-	(409)	-	(409)
	206,208	570	206,778	179,172	545	179,717

## 7. STAFF COSTS

No remuneration was paid to any of the trustees in the year or the previous year nor were any expenses reimbursed to them.

	2023	2022
	£	£
The staff costs were:		
Wages and salaries	120,375	101,539
Social Security costs	4,756	3,584
Other pension costs	2,467	1,395
Staff welfare	937	1,628
	<u>128,535</u>	<u>108,146</u>

No member of staff received remuneration of more than £60000.

The average weekly number of staff employed during the year was 6 (2022: 6).

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

8.	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2023	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2022	138,974	8,391	1,250	148,615
	Additions	16,000	2,336	-	18,336
	Balance at 31st March 2023	154,974	10,727	1,250	166,951
	DEPRECIATION				
	Balance at 1st April 2022	90,016	8,391	312	98,719
	Charge for the year	10,873	584	314	11,771
	Balance at 31st March 2023	100,889	8,975	626	110,490
	NET BOOK VALUE AT				
	31st March 2023	54,085	1,752	624	56,461
	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2022	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2021	153,400	8,391	1,250	163,041
	Disposals	(14,426)	-	-	(14,426)
	Balance at 31st March 2022	138,974	8,391	1,250	148,615
	DEPRECIATION				
	Balance at 1st April 2021	80,941	7,991	-	88,932
	Charge for the year	10,577	400	312	11,289
	Disposals	(1,502)	-	-	(1,502)
	Balance at 31st March 2022	90,016	8,391	312	98,719
	NET BOOK VALUE AT				
	31st March 2022	48,958	-	938	49,896
9.	DEBTORS			2023	2022
	Due within one year:			£	£
	Accrued income			8,606	12,805
	Other debtors - VAT			3,557	3,073
	Trade debtors			2,515	1,623
	Prepayments			1,433	3,420
				<u>16,111</u>	<u>20,921</u>
10.	CREDITORS			2023	2022
	Due within one year:			£	£
	Accruals & deferred income			1,400	1,250
	Other taxes and social security			2,780	2,315
	Trade creditors			3,762	5,625
	Other creditors			579	-
				<u>8,521</u>	<u>9,190</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

## NOTES TO THE FINANCIAL STATEMENTS

11.	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2023	£	£	£	£
	Restricted	42,708	-	(6,250)	36,458
	Unrestricted	85,369	190,128	(200,528)	74,969
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>173,077</u>	<u>190,128</u>	<u>(206,778)</u>	<u>156,427</u>

	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2022	£	£	£	£
	Restricted	48,958	-	(6,250)	42,708
	Unrestricted	82,795	176,041	(173,467)	85,369
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>176,753</u>	<u>176,041</u>	<u>(179,717)</u>	<u>173,077</u>

12.	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2023	£	£	£
	Restricted funds	36,458	-	36,458
	Designated funds	-	45,000	45,000
	Unrestricted funds	20,003	54,966	74,969
		<u>56,461</u>	<u>99,966</u>	<u>156,427</u>

	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2022	£	£	£
	Restricted funds	42,708	-	42,708
	Designated funds	-	45,000	45,000
	Unrestricted funds	7,188	78,181	85,369
		<u>49,896</u>	<u>123,181</u>	<u>173,077</u>

13. LIABILITY OF THE MEMBERS  
The charity is limited by guarantee. In the event of the charity being wound up, the liability of the members is limited to £1.

14.	RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES	2023	2022
		£	£
	Net movement in funds	(16,650)	(3,676)
	Deduct interest received	(124)	(7)
	Depreciation in the year and loss on disposals	11,771	10,880
	(Decrease)/increase in creditors	(669)	(2,894)
	Decrease/(increase) in debtors	4,810	14,619
	Net cash used in operating activities	<u>(862)</u>	<u>18,922</u>

15. RELATED PARTY TRANSACTIONS  
No trustees were remunerated during the year.

No expenses were reimbursed to the trustees during the year.

**CAMBRIDGE DIAL A RIDE LIMITED**

England & Wales - Charity number 1053924

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# Accounts

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CAMBRIDGE DIAL A RIDE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

CONTENTS AND CHARITY INFORMATION

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TRUSTEES: Clive Hay  
Bill Hughes  
Linda Mills  
Simon Turner  
Philippa Corbett

COMPANY SECRETARY: Clive Hay

MANAGER: Shane Buffham

REGISTERED OFFICE: Unit B  
Rene Court  
Coldhams Road  
Cambridge  
CB1 3EW

COMPANY REGISTRATION NUMBER: 3172130

CHARITY REGISTRATION NUMBER: 1053924

INDEPENDENT EXAMINER: Ian W Shipley FCCA  
For and on behalf of:  
Prentis & Co LLP  
Chartered Accountants & Independent Examiners  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS: Barclays Bank Plc  
28 Chesterton Road  
Cambridge  
CB4 3AZ

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## REPORT OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Cambridge Dial A Ride Limited for the year ended 31st March 2022, which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1 January 2019).

## STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing Document**

Cambridge Dial A Ride Limited is a company limited by guarantee with charitable status which is governed by a Memorandum and Articles of Association.

**Appointment of Trustees**

New trustees are appointed by a majority of trustees in office at that time.

**Trustee Induction and Training**

The trustees on appointment are provided with information and guidance relevant and post and they are also directed to guidance published by the Charity Commission.

**Organisational Structure**

The charity has a board of trustees who meet quarterly and are responsible for its strategic direction and policy. A manager is appointed by the trustees to manage the day to day operations of the charity.

**Risk Management**

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

## OBJECTIVES AND ACTIVITIES

Cambridge Dial a Ride Limited operates a door to door minibus service for the elderly and disabled residents of Cambridge and the surrounding villages in South Cambridgeshire who cannot access public transport. The service caters for individual members and groups.

In planning their activities for the year, the trustees have kept in mind the Charity Commission's guidance on public benefit for their trustees meetings.

## ACHIEVEMENTS AND PERFORMANCE

As with many organisations, the last two years of the pandemic have caused real problems. With support from the Government in terms of the furlough scheme, we were able to retain our great drivers, and to recruit another this year. Our volunteers have continued to support our services to our members by giving their time to driving duties.

We reported last year that we had been successful in receiving a grant from the Cambridgeshire and Peterborough Combined Authority to purchase three minibuses. These were newer buses with Euro 6 engines which are cleaner and more efficient diesels. Unfortunately, one of the three minibuses that we were able to obtain with the grant was not found to be as useful as we had expected. With the CPCA's agreement, we sold the vehicle and placed the monies received in our bus replacement fund. We intend to purchase another minibus with that fund as soon as possible, but the effect of the pandemic on the automobile industry has already inflated the price of suitable minibuses.

We remain committed to moving to electric minibuses, but this will entail considerable cost, so we will be shepherding our resources carefully to maintain our reserves in line with Charity Commission guidelines.

We have retained our PPE, screens and protective working practices, although as the pandemic slowly releases its grip, we will start to relax some of the cautious working practices that we put in place. We will do that carefully and in a considered way, as the safety of our members and staff is our main concern.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## REPORT OF THE TRUSTEES .....CONT

We said goodbye in March to Johan Williams, our Office Manager, who retired after 14 years of outstanding service.

We wish him a long and happy retirement. His replacement, Shane Buffham, who now has the title of Operations Manager, joined us in April. He has experience in the bus and transport industries and has already reviewed and revised many of our procedures and operations.

## RESERVES POLICY

The trustees have once again agreed to a policy of holding funds to a level of 6 months of resources expended which is in line with guidelines set by the Charity Commission. This amounts to an average of £100000. The charity currently has free reserves of £78181 (2021: £57644) and intends to increase this over a number of years through making full use of the capacity of the buses and other fundraising measures.

## FUTURE DEVELOPMENTS

We intend to build up our member base and will be launching several campaigns in the coming year. The Department for Transport is supporting Community Transport this year, with the emphasis on tackling loneliness through transport. The survey last year showed the value of our services in enabling our members to get out and meet other people. We support day centres and community groups throughout the area, transporting our members to enable their attendance at these services, as well as shopping, surgery attendance and all the other journeys that we do to support our members.

We have agreed our fare structure, which for those with a bus pass continues at the same price as last year. We want to keep fares as low as possible, but our costs continue to rise, so at a later stage, we may have to review fares again. We have started using a contactless system to make it easier for our members to pay their fares, and we continue to receive great support from the CPCA with the bus pass reimbursement, and from the City Council with the taxi fare system.

The number of groups that are using our services is pleasing and we continue to transport them to various locations around Cambridge and further afield for recreation and leisure.

We remain ready and willing to support our members, and future members by enabling their mobility to improve their quality of life.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

REPORT OF THE TRUSTEES .....CONT

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

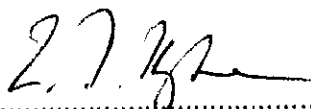
The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPROVAL

This report was approved by the Trustees on 8/8/2022 and signed on their behalf.



.....  
BILL HUGHES  
CHAIRMAN

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAMBRIDGE DIAL A RIDE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2022.

## RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s.145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act.

## INDEPENDENT EXAMINERS' STATEMENT

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- (2) the accounts do not accord with those accounting records;
- (3) the accounts do not comply with the accounting requirements of s.396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or;
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



IAN W SHIPLEY FCCA  
FOR AND ON BEHALF OF:  
PRENTIS & CO LLP  
CHARTERED ACCOUNTANTS &  
INDEPENDENT EXAMINERS

115c Milton Road  
Cambridge  
CB4 1XE

24<sup>th</sup> April 2022

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2022			2021				
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
<b>INCOME</b>									
Donations and legacies	2	10,595	-	-	10,595	200	-	-	200
Charitable activities:									
Grants received	3	89,805	-	-	89,805	135,926	-	49,999	185,925
Memberships, fares and hire charges	4	75,634	-	-	75,634	51,055	-	-	51,055
Investment income	7	7	-	-	7	65	-	-	65
<b>TOTAL INCOME</b>		<b>176,041</b>	<b>-</b>	<b>-</b>	<b>176,041</b>	<b>187,246</b>	<b>-</b>	<b>49,999</b>	<b>237,245</b>
<b>EXPENDITURE</b>									
Charitable activities		173,467	-	6,250	179,717	185,469	-	1,041	186,510
<b>TOTAL EXPENDITURE</b>	6	<b>173,467</b>	<b>-</b>	<b>6,250</b>	<b>179,717</b>	<b>185,469</b>	<b>-</b>	<b>1,041</b>	<b>186,510</b>
<b>NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>2,574</b>	<b>-</b>	<b>(6,250)</b>	<b>(3,676)</b>	<b>1,777</b>	<b>-</b>	<b>48,958</b>	<b>50,735</b>
<b>RECONCILIATION OF FUNDS</b>									
Total Funds brought forward		82,795	45,000	48,958	176,753	81,018	45,000	-	126,018
Total Funds carried forward		85,369	45,000	42,708	173,077	82,795	45,000	48,958	176,753

None of the charity's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2022 or 2021 other than those indicated in the Statement of Financial Activities.

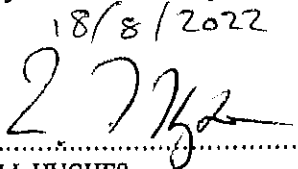
The notes on pages 8 to 12 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

BALANCE SHEET	Notes	2022		2021	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8		49,896		74,109
<b>CURRENT ASSETS</b>					
Debtors	9	20,921		35,540	
Cash at bank and in hand		111,450		79,188	
<b>TOTAL CURRENT ASSETS</b>		<u>132,371</u>		<u>114,728</u>	
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	10		<u>9,190</u>		<u>12,084</u>
<b>CURRENT ASSETS</b>			<u>123,181</u>		<u>102,644</u>
<b>NET ASSETS</b>			<u>173,077</u>		<u>176,753</u>
<b>THE FUNDS OF THE CHARITY</b>					
Unrestricted funds	11		85,369		82,795
Designated funds			45,000		45,000
Restricted funds			42,708		48,958
<b>TOTAL CHARITY FUNDS</b>	12		<u>173,077</u>		<u>176,753</u>

The trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the charitable company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2022. The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31st March 2022 and of its net expenditure for the year then ended in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the charitable company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the board on 18/8/2022 and signed on it behalf.

  
 .....  
 BILL HUGHES  
 TRUSTEE

The notes on pages 8 to 12 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## STATEMENT OF CASHFLOWS

	Notes	2022 £	2021 £
<b>Cash from operating activities</b>			
Net cash used in operating activities	14	<u>18,922</u>	<u>45,553</u>
<b>Cash flows from investing activities</b>			
Interest		7	65
Purchase of tangible fixed asset		-	(65,676)
Proceeds from sale of tangible fixed assets		13,333	11,334
Net cash provided by investing activities		<u>13,340</u>	<u>(54,277)</u>
Change in cash and cash equivalents in the year		32,262	(8,724)
Cash and cash equivalents at the beginning of the year		79,188	87,912
Cash and cash equivalents at the end of the year		<u>111,450</u>	<u>79,188</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

## GOING CONCERN

The financial statements have been prepared under the Going Concern concept. Many of the Charity's users are in the vulnerable and self isolating groups effected by the COVID 19 pandemic and this had effected fare income. At the date of signing services have begun to return to post COVID 19 levels.

The Charity is reliant on its existing reserves and grant funding together with the recent relief measures the Government has introduced.

The Trustees are constantly monitoring the situation and reviewing all possible scenarios. They consider the Charity with the support of its funders should have sufficient reserves to remains as a going concern.

## (b) INCOME

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

## (c) EXPENDITURE

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

## (d) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

## (e) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Motor vehicles	12.5% straight line basis
Office equipment	25% straight line basis
Fixtures & fittings	25% straight line basis

## (f) CAPITALISATION

Tangible fixed assets are recognised at cost when expenditure exceeds £1000.

## (g) DEBTORS

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

## (h) CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

## (i) FUND ACCOUNTING

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

## (j) PENSIONS

The charity contributes to money purchase, defined contribution schemes, on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due which are included within creditors.

2.	DONATIONS AND LEGACIES	2022	2021
	- Unrestricted	£	£
		5,000	-
	Cambs South Rotary	2,000	-
	Trinity Hall	1,500	-
	Others	2,095	200
		<u>10,595</u>	<u>200</u>
3.	GRANTS RECEIVED	2022	2021
	- Unrestricted	Total	Total
		Funds	Funds
		£	£
	Coronavirus Job Retention Scheme	14,752	49,682
	Bus Service Operator's Grant	2,777	3,968
	Cambridgeshire County Council	27,276	27,276
	Cambridge City Council	40,000	50,000
	Pye Foundation	5,000	5,000
		<u>89,805</u>	<u>135,926</u>
	- Restricted	2022	2021
		Total	Total
		Funds	Funds
		£	£
	C & P combined authority	-	49,999
4.	MEMBERSHIPS, FARES AND HIRE CHARGES	2022	2021
		£	£
	Concessionary fares	24,578	23,889
	Fares	22,219	6,319
	Hire charges	11,447	3,632
	Contracted hire	15,405	15,405
	Memberships	1,985	1,810
		<u>75,634</u>	<u>51,055</u>
5.	NET MOVEMENT IN FUNDS FOR THE YEAR	2022	2021
	Deficit for the year is stated after charging:	£	£
	Independent examination fee	545	525
	Depreciation of owned assets	11,289	6,158
		<u>11,834</u>	<u>6,683</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

6. TOTAL EXPENDITURE	2022			2021		
	Charitable activities	Governance costs	Total expended	Charitable activities	Governance costs	Total expended
	£	£	£	£	£	£
Accountancy	4,182	-	4,182	4,949	-	4,949
Bank charges	446	-	446	337	-	337
Computer costs	2,643	-	2,643	2,627	-	2,627
Depreciation	11,289	-	11,289	6,158	-	6,158
Fuel	6,856	-	6,856	2,601	-	2,601
Independent examination	-	545	545	-	525	525
Insurance	7,148	-	7,148	8,574	-	8,574
Licences and subscriptions	1,836	-	1,836	1,663	-	1,663
Miscellaneous	1,594	-	1,594	1,414	-	1,414
Motor expenses	12,852	-	12,852	9,155	-	9,155
Postage	795	-	795	1,259	-	1,259
Premises repairs and cleaning	2,850	-	2,850	1,799	-	1,799
Publicity and website - job advertising	1,169	-	1,169	298	-	298
Rent, rates, light and heat	13,585	-	13,585	13,349	-	13,349
Staff costs (note 7)	108,146	-	108,146	125,115	-	125,115
Stationery	552	-	552	736	-	736
Telephone	1,984	-	1,984	1,916	-	1,916
Training and recruitment	924	-	924	1,100	-	1,100
Uniforms	602	-	602	60	-	60
Volunteers' expenses	128	-	128	-	-	-
Loss on disposals	(409)	-	(409)	2,875	-	2,875
	<u>179,172</u>	<u>545</u>	<u>179,717</u>	<u>185,985</u>	<u>525</u>	<u>186,510</u>

## 7. STAFF COSTS

No remuneration was paid to any of the trustees in the year or the previous year nor were any expenses reimbursed to them.

	2022	2021
	£	£
The staff costs were:		
Wages and salaries	101,539	115,829
Social Security costs	3,584	4,285
Other pension costs	1,395	1,813
Redundancy costs	-	3,188
Staff welfare	1,628	-
	<u>108,146</u>	<u>125,115</u>

No member of staff received remuneration of more than £60000.

The average weekly number of staff employed during the year was 6 (2021: 6).

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

8.	FIXED ASSETS	Motor Vehicles	Office Equipment	Fixtures & Fittings	Total
	Year ended 31st March 2022				
	COST	£	£	£	£
	Balance at 1st April 2021	153,400	8,391	1,250	163,041
	Disposals	(14,426)	-	-	(14,426)
	Balance at 31st March 2022	138,974	8,391	1,250	148,615
	DEPRECIATION				
	Balance at 1st April 2021	80,941	7,991	-	88,932
	Charge for the year	10,577	400	312	11,289
	Disposals	(1,502)	-	-	(1,502)
	Balance at 31st March 2022	90,016	8,391	312	98,719
	NET BOOK VALUE AT 31st March 2022	48,958	-	938	49,896
	NET BOOK VALUE AT 1st April 2021	72,459	400	1,250	74,109
	FIXED ASSETS	Motor Vehicles	Office Equipment	Office & Fittings	Total
	Year ended 31st March 2021				
	COST	£	£	£	£
	Balance at 1st April 2020	209,294	8,391	-	217,685
	Additions	64,426	-	1,250	65,676
	Disposals	(120,320)	-	-	(120,320)
	Balance at 31st March 2021	153,400	8,391	1,250	163,041
	DEPRECIATION				
	Balance at 1st April 2020	181,294	7,591	-	188,885
	Charge for the year	5,758	400	-	6,158
	Disposals	(106,111)	-	-	(106,111)
	Balance at 31st March 2021	80,941	7,991	-	88,932
	NET BOOK VALUE AT 31st March 2021	72,459	400	1,250	74,109
	NET BOOK VALUE AT 1st April 2020	28,000	800	-	28,800
9.	DEBTORS			2022	2021
	Due within one year:			£	£
	Concessionary fares			-	1,972
	Accrued income			12,805	14,324
	Other debtors - VAT			3,073	14,757
	Trade debtors			1,623	707
	Prepayments			3,420	3,780
				20,921	35,540
10.	CREDITORS			2022	2021
	Due within one year:			£	£
	Accruals & deferred income			1,250	6,350
	Other taxes and social security			2,315	1,616
	Trade creditors			5,625	4,118
				9,190	12,084

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022

## NOTES TO THE FINANCIAL STATEMENTS

11.	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2022	£	£	£	£
	Restricted	48,958	-	(6,250)	42,708
	Unrestricted	82,795	176,041	(173,467)	85,369
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>176,753</u>	<u>176,041</u>	<u>(179,717)</u>	<u>173,077</u>

	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2021	£	£	£	£
	Restricted	-	49,999	(1,041)	48,958
	Unrestricted	81,018	187,246	(185,469)	82,795
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>126,018</u>	<u>237,245</u>	<u>(186,510)</u>	<u>176,753</u>

12.	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2022	£	£	£
	Restricted funds	42,708	-	42,708
	Designated funds	-	45,000	45,000
	Unrestricted funds	7,188	78,181	85,369
		<u>49,896</u>	<u>123,181</u>	<u>173,077</u>

	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2021	£	£	£
	Restricted funds	48,958	-	48,958
	Designated funds	-	45,000	45,000
	Unrestricted funds	25,151	57,644	82,795
		<u>74,109</u>	<u>102,644</u>	<u>176,753</u>

13. LIABILITY OF THE MEMBERS  
The charity is limited by guarantee. In the event of the charity being wound up, the liability of the members is limited to £1.

14.	RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES	2022	2021
		£	£
	Net movement in funds	(3,676)	50,735
	Deduct interest	(7)	(65)
	Depreciation in the year and loss on disposals	10,880	9,033
	(Decrease)/increase in creditors	(2,894)	5,942
	Decrease/(increase) in debtors	14,619	(20,092)
	Net cash used in operating activities	<u>18,922</u>	<u>45,553</u>

15. RELATED PARTY TRANSACTIONS  
No trustees were remunerated during the year.

No expenses were reimbursed to the trustees during the year.

**CAMBRIDGE DIAL A RIDE LIMITED**

England & Wales - Charity number 1053924

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# Accounts

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CAMBRIDGE DIAL A RIDE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

CONTENTS AND CHARITY INFORMATION

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TRUSTEES: Clive Hay  
Bill Hughes  
Linda Mills  
Simon Turner  
Philippa Corbett

COMPANY SECRETARY: Clive Hay

MANAGER: Johan Williams

REGISTERED OFFICE: Unit B  
Rene Court  
Coldhams Road  
Cambridge  
CB1 3EW

COMPANY REGISTRATION NUMBER: 3172130

CHARITY REGISTRATION NUMBER: 1053924

INDEPENDENT EXAMINER: Ian W Shipley FCCA  
For and on behalf of:  
Prentis & Co LLP  
Chartered Accountants & Independent Examiners  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS: Barclays Bank Plc  
28 Chesterton Road  
Cambridge  
CB4 3AZ

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## REPORT OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Cambridge Dial A Ride Limited for the year ended 31st March 2021, which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1 January 2019).

## STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing Document**

Cambridge Dial A Ride Limited is a company limited by guarantee with charitable status which is governed by a Memorandum and Articles of Association.

**Appointment of Trustees**

New trustees are appointed by a majority of trustees in office at that time.

**Trustee Induction and Training**

The trustees on appointment are provided with information and guidance relevant and post and they are also directed to guidance published by the Charity Commission.

**Organisational Structure**

The charity has a board of trustees who meet quarterly and are responsible for its strategic direction and policy. A manager is appointed by the trustees to manage the day to day operations of the charity.

**Risk Management**

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

## OBJECTIVES AND ACTIVITIES

Cambridge Dial a Ride Limited operates a door to door minibus service for the elderly and disabled residents of Cambridge and the surrounding villages in South Cambridgeshire who cannot access public transport. The service caters for individual members and groups.

In planning their activities for the year, the trustees have kept in mind the Charity Commission's guidance on public benefit for their trustees meetings.

## ACHIEVEMENTS AND PERFORMANCE

The past year has been totally impacted by the pandemic. Due to the first government lockdown restrictions, we were forced to stop operations completely. During this time, we introduced full Covid-safe working practices and upgraded our buses to ensure social distancing seating arrangements and fitted permanent perspex screens between the driver area and passenger compartment to reduce the risk of infection. We procured PPE in the form of gloves, visors and face masks, together with cleaning and sanitising equipment to be carried in all the buses. In addition, we purchased hand-held, non-contact, thermometers to check drivers and passengers temperatures before they travelled. We maintained a very high level of infection control during the later restrictions when we operated a reduced service to support those of our members who had no alternative way to shop for food, or to attend medical appointments and recorded no case of Covid during this time.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## REPORT OF THE TRUSTEES .....CONT

When the vaccination programme started, we offered a free service to the vaccination centres for our members. We offered the same free service to those in the community who, despite not being members, fulfilled the same criteria. They became temporary members for the purpose of being transported to their vaccination appointment. We have continued to be supported financially by the City and County Councils, and also by several other regular donors and supporters, for which we are extremely grateful. We conducted a survey of our members in accordance with the requirements of the County Council grant agreement, which indicated a very high level of satisfaction with our services across the vast majority of our members. We intend for that level of satisfaction to continue.

We were successful in receiving a grant from the Cambridgeshire and Peterborough Combined Authority through the Mayor's office, which enabled us to purchase three new buses, replacing three of our older ones. This enabled us to upgrade to cleaner diesel engine buses. Our original intention with the grant was to purchase electrically powered buses, but we were unable, in the pandemic affected economic climate, to generate sufficient match funding. The Combined Authority supported us by allowing us to change to less expensive, used, but cleaner, diesel engine vehicles which are much more environmentally friendly.

Thanks to the Government's furlough scheme, we have been able to retain our paid drivers and staff, although we made one of our administrative staff redundant due to changes to our financial support system. Our volunteers have remained keen to help, in many cases taking our buses out on the roads to charge their batteries and carryout maintenance checks which are normally done daily by the drivers before our vehicles leave for their days scheduled journeys.

All of our staff and volunteers have risen to the challenge of the pandemic and performed very well, often going above and beyond the call of duty.

Our thanks again go to Tesco for allowing us to park our bus fleet at their Newmarket Road site.

## RESERVES POLICY

The trustees have once again agreed to a policy of holding funds to a level of 6 months of resources expended which is in line with guidelines set by the Charity Commission. This amounts to an average of £100000. The charity currently has free reserves of £57644 (2020: £52218) and intends to increase this over a number of years through making full use of the capacity of the buses and other fundraising measures.

## FUTURE DEVELOPMENTS

As the pandemic effects reduce, we will maintain a very high level of infection prevention in our operations. It is hoped that by 2022, operations will have returned to a more normal level.

We have reviewed our fare structure for single member journeys and for groups, and we aim to keep our fares as low as possible, whilst ensuring that we generate sufficient funding income to maintain our services. We will be ensuring the continuation of a phased programme of bus replacement, with the purchase of three "newer" buses this year enabling us to build up the funds necessary to procure replacement vehicles in the future.

We intend to move to a "greener" operation as our funds, and the availability of electric or alternative propulsion methods improve. We intend to seek to generate funding from donors and other supporters to assist in this process, which will also allow us to keep our fares low.

We continue to seek secure parking for our buses. The Tesco supermarket store on the Newmarket Road in Cambridge may be sold off in the future, which would create the same problems as we encountered when Ridgeons closed. We remain very grateful to Tesco for their support and allowing us to part our vehicles in their car park.

We continue to actively seek new volunteer drivers to join us, we plan to kick-start our charity donation activity again and increase our marketing activity to include events, advertising and media to future-proof and grow Cambridge Dial-a-Ride.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## REPORT OF THE TRUSTEES .....CONT

## TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

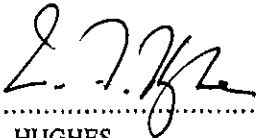
- Select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

## APPROVAL

This report was approved by the Trustees on  
and signed on their behalf.

17 June 2021



.....  
BILL HUGHES  
CHAIRMAN

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAMBRIDGE DIAL A RIDE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2021.

## RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s.145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act.

## INDEPENDENT EXAMINERS' STATEMENT

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- (2) the accounts do not accord with those accounting records;
- (3) the accounts do not comply with the accounting requirements of s.396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or;
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

IAN W SHIPLEY FCCA  
FOR AND ON BEHALF OF:  
PRENTIS & CO LLP  
CHARTERED ACCOUNTANTS &  
INDEPENDENT EXAMINERS

115c Milton Road  
Cambridge  
CB4 1XE

22 June 2021

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2021			2020				
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
<b>INCOME</b>									
Donations and legacies	2	200	-	-	200	15749	-	-	15749
<b>Charitable activities:</b>									
Grants received	3	135926	-	49999	185925	81007	-	-	81007
Memberships, fares and hire charges	4	51055	-	-	51055	100380	-	-	100380
Investment income		65	-	-	65	103	-	-	103
<b>TOTAL INCOME</b>		<b>187246</b>	<b>-</b>	<b>49999</b>	<b>237245</b>	<b>197239</b>	<b>-</b>	<b>-</b>	<b>197239</b>
<b>EXPENDITURE</b>									
Charitable activities		185469	-	1041	186510	203927	-	5953	209880
<b>TOTAL EXPENDITURE</b>	6	<b>185469</b>	<b>-</b>	<b>1041</b>	<b>186510</b>	<b>203927</b>	<b>-</b>	<b>5953</b>	<b>209880</b>
<b>NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>1777</b>	<b>-</b>	<b>48958</b>	<b>50735</b>	<b>(6688)</b>	<b>-</b>	<b>(5953)</b>	<b>(12641)</b>
<b>RECONCILIATION OF FUNDS</b>									
Total Funds brought forward		81018	45000	-	126018	87706	45000	5953	138659
Total Funds carried forward		82795	45000	48958	176753	81018	45000	-	126018

None of the charity's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2021 or 2020 other than those indicated in the Statement of Financial Activities.

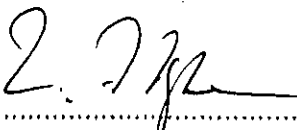
The notes on pages 8 to 13 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

BALANCE SHEET	Notes	2021		2020	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8		74109		28800
<b>CURRENT ASSETS</b>					
Debtors	9	35540		15448	
Cash at bank and in hand		79188		87912	
<b>TOTAL CURRENT ASSETS</b>		<u>114728</u>		<u>103360</u>	
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	10		<u>12084</u>	<u>6142</u>	
<b>CURRENT ASSETS</b>			<u>102644</u>		<u>97218</u>
<b>NET ASSETS</b>			<u>176753</u>		<u>126018</u>
<b>THE FUNDS OF THE CHARITY</b>	11				
Unrestricted funds			82795		81018
Designated funds			45000		45000
Restricted funds			48958		-
<b>TOTAL CHARITY FUNDS</b>	12		<u>176753</u>		<u>126018</u>

The trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the charitable company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2021. The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31st March 2021 and of its net income for the year then ended in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the charitable company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the board on 17 June 2021 and signed on its behalf.

  
 .....  
 BILL HUGHES  
 TRUSTEE

The notes on pages 8 to 13 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## STATEMENT OF CASHFLOWS

	Notes	2021 £	2020 £
<b>Cash from operating activities</b>			
Net cash used in operating activities	14	<u>45553</u>	<u>(1737)</u>
<b>Cash flows from investing activities</b>			
Interest		65	103
Purchase of tangible fixed asset		(65676)	-
Proceeds from sale of tangible fixed assets		11334	-
Net cash provided by investing activities		<u>(54277)</u>	<u>103</u>
Change in cash and cash equivalents in the year		(8724)	(1634)
Cash and cash equivalents at the beginning of the year		87912	89546
Cash and cash equivalents at the end of the year		<u>79188</u>	<u>87912</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued October 2019 and effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

## GOING CONCERN

The financial statements have been prepared under the Going Concern concept. Many of the Charity's users are in the vulnerable and self isolating groups effected by the COVID 19 pandemic and this has effected fare income. At the date of signing services have begun to resume.

The Charity is reliant on its existing reserves and grant funding together with the recent relief measures the Government has introduced.

The Trustees are constantly monitoring the situation and reviewing all possible scenarios. They consider the Charity with the support of its funders should have sufficient reserves to remains as a going concern.

## (b) INCOME

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

## (c) EXPENDITURE

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

## (d) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

## (e) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Motor vehicles	12.5% straight line basis
Office equipment	25% straight line basis
Fixtures & fittings	25% straight line basis

## (f) CAPITALISATION

Tangible fixed assets are recognised at cost when expenditure exceeds £1000.

## (g) DEBTORS

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## (h) CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## (i) FUND ACCOUNTING

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

## (j) PENSIONS

The charity contributes to money purchase, defined contribution schemes, on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due which are included within creditors.

2.	DONATIONS AND LEGACIES	2021	2020
	- Unrestricted	£	£
	Girton Town Charity	-	13000
	Rotary Club	-	1500
	Others	200	1249
		<u>200</u>	<u>15749</u>
3.	GRANTS RECEIVED		
	- Unrestricted	2021	2020
		Total	Total
		Funds	Funds
		£	£
	Coronavirus Job Retention Scheme	49682	-
	Bus Service Operator's Grant	3968	3798
	Cambridgeshire County Council	27276	27276
	Cambridge City Council	50000	40000
	Pye Foundation	5000	5000
	Co-op	-	3304
	South Cambridgeshire PCT	-	1629
		<u>135926</u>	<u>81007</u>
	- Restricted	2021	2020
		Total	Total
		Funds	Funds
		£	£
	C & P combined authority	49999	-

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

4.	MEMBERSHIPS, FARES AND HIRE CHARGES			2021	2020		
				£	£		
	Concessionary fares			23889	22249		
	Fares			6319	42698		
	Hire charges			3632	16627		
	Contracted hire			15405	15405		
	Memberships			1810	3401		
				<u>51055</u>	<u>100380</u>		
5.	NET MOVEMENT IN FUNDS FOR THE YEAR			2021	2020		
	Deficit for the year is stated after charging:			£	£		
	Independent examination fee			525	520		
	Depreciation of owned assets			6158	7400		
				<u>6158</u>	<u>7400</u>		
6.	TOTAL EXPENDITURE						
				2021	2020		
		Charitable	Governance	Total	Charitable	Governance	Total
		activities	costs	expended	activities	costs	expended
		£	£	£	£	£	£
	Accountancy	4949	-	4949	3210	-	3210
	Bank charges	337	-	337	719	-	719
	Computer costs	2627	-	2627	1592	-	1592
	Depreciation	6158	-	6158	7400	-	7400
	Fuel	2601	-	2601	12283	-	12283
	Independent examination	-	525	525	-	520	520
	Insurance	8574	-	8574	9234	-	9234
	Licences and subscriptions	1663	-	1663	2120	-	2120
	Miscellaneous	1414	-	1414	1327	-	1327
	Motor expenses	9155	-	9155	19384	-	19384
	Postage	1259	-	1259	1240	-	1240
	Premises repairs and cleaning	1799	-	1799	2042	-	2042
	Publicity and website	298	-	298	297	-	297
	Rent, rates, light and heat	13349	-	13349	14378	-	14378
	Staff costs (note 7)	125115	-	125115	128026	-	128026
	Stationery	736	-	736	1695	-	1695
	Telephone	1916	-	1916	2363	-	2363
	Training and recruitment	1100	-	1100	470	-	470
	Uniforms	60	-	60	492	-	492
	Volunteers' expenses	-	-	-	1088	-	1088
	Loss on disposals	2875	-	2875			
		<u>185985</u>	<u>525</u>	<u>186510</u>	<u>209360</u>	<u>520</u>	<u>209880</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## 7. STAFF COSTS

No remuneration was paid to any of the trustees in the year or the previous year nor were any expenses reimbursed to them.

	2021	2020
	£	£
The staff costs were:		
Wages and salaries	115829	120754
Social Security costs	4285	5446
Other pension costs	1813	1826
Redundancy costs	3188	-
	<u>125115</u>	<u>128026</u>

No member of staff received remuneration of more than £60000.

The average weekly number of staff employed during the year was 6 (2020: 7).

## 8. FIXED ASSETS

Year ended 31st March 2021	Motor Vehicles	Office Equipment	Fixtures & Fittings	Total
COST	£	£	£	£
Balance at 1st April 2020	209294	8391	-	217685
Additions	64426	-	1250	65676
Disposals	120320	-	-	120320
Balance at 31st March 2021	<u>153400</u>	<u>8391</u>	<u>1250</u>	<u>163041</u>
DEPRECIATION				
Balance at 1st April 2020	181294	7591	-	188885
Charge for the year	5758	400	-	6158
Disposals	106111	-	-	106111
Balance at 31st March 2021	<u>80941</u>	<u>7991</u>	<u>-</u>	<u>88932</u>
NET BOOK VALUE AT 31st March 2021	<u>72459</u>	<u>400</u>	<u>1250</u>	<u>74109</u>
NET BOOK VALUE AT 1st April 2020	<u>28000</u>	<u>800</u>	<u>-</u>	<u>28800</u>

## FIXED ASSETS

Year ended 31st March 2020	Motor Vehicles	Office Equipment	Total
COST	£	£	£
Balance at 1st April 2019 and 31st March 2020	209294	8391	217685
DEPRECIATION			
Balance at 1st April 2019	174294	7191	181485
Charge for the year	7000	400	7400
Balance at 31st March 2020	<u>181294</u>	<u>7591</u>	<u>188885</u>
NET BOOK VALUE AT 31st March 2020	<u>28000</u>	<u>800</u>	<u>28800</u>
NET BOOK VALUE AT 1st April 2019	<u>35000</u>	<u>1200</u>	<u>36200</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

9.	DEBTORS	2021	2020		
	Due within one year:	£	£		
	Concessionary fares	1972	3979		
	Grants receivable	14324	5407		
	Other debtors - VAT	14757	2582		
	Trade debtors	707	1048		
	Prepayments	3780	2432		
		<u>35540</u>	<u>15448</u>		
10.	CREDITORS	2021	2020		
	Due within one year:	£	£		
	Accruals & deferred income	6350	1150		
	Other taxes and social security	1616	2095		
	Trade creditors	4118	2897		
		<u>12084</u>	<u>6142</u>		
11.	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2021	£	£	£	£
	Restricted	-	49999	1041	48958
	Unrestricted	81018	187246	185469	82795
	Designated (vehicle replacement fund)	45000	-	-	45000
		<u>126018</u>	<u>237245</u>	<u>186510</u>	<u>176753</u>
	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2020	£	£	£	£
	Restricted	5953	-	5953	-
	Unrestricted	87706	197239	203927	81018
	Designated (vehicle replacement fund)	45000	-	-	45000
		<u>138659</u>	<u>197239</u>	<u>209880</u>	<u>126018</u>
12.	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets	
	Year ended 31st March 2021	£	£	£	
	Restricted funds	48958	-	48958	
	Designated funds	-	45000	45000	
	Unrestricted funds	25151	57644	82795	
		<u>74109</u>	<u>102644</u>	<u>176753</u>	
	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets	
	Year ended 31st March 2020	£	£	£	
	Designated funds	-	45000	45000	
	Unrestricted funds	28800	52218	81018	
		<u>28800</u>	<u>97218</u>	<u>126018</u>	

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

## NOTES TO THE FINANCIAL STATEMENTS

## 13. LIABILITY OF THE MEMBERS

The charity is limited by guarantee. In the event of the charity being wound up, the liability of the members is limited to £1.

## 14. RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net movement in funds	50735	(12641)
Deduct interest	(65)	(103)
Depreciation in the year and loss on disposals	9033	7400
(Decrease)/increase in creditors	5942	(2449)
Decrease/(increase) in debtors	(20092)	6056
Net cash used in operating activities	<u>45553</u>	<u>(1737)</u>

## 15. RELATED PARTY TRANSACTIONS

No trustees were remunerated during the year.

No expenses were reimbursed to the trustees during the year.