

RAVENSHEAD COMMUNITY PROJECT

England & Wales · Charity number 1059851

Details

Status Registered

Legal form Other

Registered 1996-12-18

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

Contact

Address The Council Office
Ravenshead Leisure Centre
Longdale Lane
Ravenshead
Nottingham

Phone 01623490888

Email rctcustomerservices@gmail.com

Website www.ravensheadcommunitytransport.org

Activities

Objects: TO PROVIDE COMMUNITY TRANSPORT FOR THE INHABITANTS OF RAVENSHEAD IN THE INTERESTS OF SOCIAL WELFARE

Activities: To provide Community Transport for inhabitants of all communities within a 10 mile radius of Ravenshead with particular emphasis on older residents & the disabled to reduce social exclusion & enhance their quality of life. We operate Registered Routes, Shopping Trips, Outings, Ravenshead Day Centre & Group Travel to over 50 Affiliated Groups.

Classification

- **How:** Provides Services, Other Charitable Activities
- **What:** General Charitable Purposes, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** RAVENSHEAD
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£72,926	£77,005	-	-
2023-09-30	£67,122	£85,455	-	-
2022-09-30	£64,103	£80,045	-	-
2021-09-30	£76,131	£59,168	-	-
2020-09-30	£85,919	£67,202	-	-

Trustees

Name	Role	Appointed
DAVID JAMES GRENHAM	Chair	2013-06-25
Colin Wild		2024-07-08
DAVE COOPER		
DAVID HENRY ANTILL		
John Antony Sutherland		2023-03-29
PAUL HERBERT BASKCOMB		
Peter Norman Kibble		2024-03-20
Peter Russell		2018-01-24
RICHARD BAKER		2015-01-12

RAVENSHEAD COMMUNITY PROJECT

England & Wales - Charity number 1059851

Accounts

RAVENSHEAD COMMUNITY PROJECT (RCP)

(T/A Ravenshead Community Transport)

(Registered Charity 1059851)

ANNUAL REPORT AND

ACCOUNTS

Year ended

30 September 2024

RAVENSHEAD COMMUNITY PROJECT (RCP)

Principal address: The Council Office
Ravenshead Leisure Centre
Longdale Lane
Ravenshead
Nottingham
NG15 9AG

Constitution: Originally adopted on 28th November 1996
(amended 27th April 2022)

Objects: RCP's primary objective is to provide community transport for the benefit of residents of Ravenshead and communities within a ten-mile radius of Ravenshead, with particular emphasis on those in need due to disability, infirmity or being elderly. In the interests of social wellbeing, RCP will seek to improve their conditions of life by reducing social isolation, maintaining independence, offering improved self-esteem and enabling everyone to have the opportunity to participate in local, community life. From time-to-time, RCP may extend its area of operation throughout Nottinghamshire, to assist other communities and organisations engaged in the relief of any disadvantages experienced due to disability, age, social deprivation, hardship and infirmity.

Trustees: David Antill
Richard Baker
Paul Baskcomb
David Cooper
David Grenham (Chair)
Peter Kibble
Peter Russell
John Sutherland
Colin Wild (w.e.f. 8th July 2024)

Officers: Eve Griffith Administration Cover
Jackie Salmon Minutes Secretary
Lynda Croome/Wendy Woodcock Treasurer

Bankers: Mansfield Building Society
Nat West Bank
Nationwide Building Society
United Trust Bank

Independent examiner: Watson Knipe Accountancy Services

RAVENSHEAD COMMUNITY PROJECT (RCP)

REPORT OF THE TRUSTEES

Year ended 30 September 2024

The Trustees are pleased to present RCP's 28th Annual Report.

Introduction:

RCP owns and operates two 15-seat and one 16-seat wheelchair accessible minibuses for the benefit of the community of Ravenshead and surrounding area. The Project provides registered local bus services within Ravenshead and between Blidworth, Ravenshead and Kirkby-in-Ashfield, plus bespoke door-to-door 'Dial-a-Ride' services. The minibuses are also available for hire to Affiliated Groups and the local community.

All the Trustees and Officers are voluntary members of the Management Committee, which meets every two months to monitor performance, review operations and plan future services. The minibuses are driven by a team of fully-trained, volunteer drivers and the day-to-day operations are controlled by a Customer Services Manager (CSM).

Review of Activities:

RCP continued to provide local bus services in the area on a commercial basis, with no third-party financial support. Service 445B links Blidworth, Ravenshead and Kirkby-in-Ashfield on Mondays and Wednesdays, whilst on Tuesdays and Thursdays, Service 445 provides a regular, local service within Ravenshead linking residents with the Precinct, Doctors' Surgery, The Centre and main road bus services between Nottingham and Mansfield. Trustees have continued to support the operation of these services to help maintain independence for many of our local residents, enabling them to take advantage of local services and facilities.

In addition, RCP has continued to provide Dial-a-Ride services to retail outlets, garden centres and local attractions, which continue to prove extremely popular with residents. RCP currently has in excess of 60 Affiliated Groups including U3A, WI, Ravenshead Pétanque, Royal British Legion and many local schools, providing transport to numerous destinations and also continues to offer limited private hire services. RCP's long-established relationship with the Cornwater Evergreen's Foundation Trust has continued, with transport provided three days per week to Ravens Lodge and on Thursdays to the Rainworth Community Centre, enabling their members in Rainworth to attend a weekly social event in their village.

Rising costs and inflation continue to affect RCP's operations and consequently, Trustees agreed reluctantly to increase mileage charges from 1st October 2023, withdraw the reduced mileage charge for journeys in excess of 100 miles and increase the minimum private hire charge to £35.00.

RCP participates regularly in the Nottinghamshire Community Transport Forums, facilitated by the County Council, along with other Community Transport and Voluntary Car Schemes, sharing best practice and information. In addition, RCP engages in regional and national forums organised by the Community Transport Association, a UK member-based charity providing training, advice, and operational support to transport related charities, community groups and social enterprises in England, Scotland, Wales, and Northern Ireland.

In January 2024, the Trustees decided to commence the process of replacing our oldest minibus (FE16 MVM). After lengthy considerations, agreement was reached to purchase a new Mercedes 519 Sprinter van to be converted to our specification by Onyx Van Conversions of Barnsley. The new bus will be equipped with 15 passenger seats and be accessible by means of an underfloor passenger lift supplied by Passenger Lift Solutions. It is anticipated that the new bus will enter service in January 2025. RCP acknowledges and is extremely grateful for the financial support received to purchase the base vehicle from Nottinghamshire County Council's Local Community Fund and from the Thomas Farr Foundation.

RAVENSHEAD COMMUNITY PROJECT (RCP)

REPORT OF THE TRUSTEES (Year ended 30 September 2024) – cont.

Our Volunteers

Volunteers from the local community are the heart of our Organisation and the recruitment of new people willing to give their time to RCP can be a challenging process. It is essential that new recruits come on board on a regular basis to replenish our driving force in particular, enabling RCP to continue to provide the widest possible range of transport services.

All RCP's 38 Volunteer Drivers are trained to nationally recognized MIDAS standards (Minibus Driver Awareness Scheme) and reassessed every four years. During the year, two volunteers, Glynne Payze and Colin Wild retired from driving and RCP would like to express sincere gratitude and appreciation for all of the time and effort they gave to the Group, on behalf of local residents. During the year, RCP welcomed four new volunteers, Paul Adcock, Mike Fanfarillo, Gordon MacKay and Paul Plowright, who successfully completed their training and were a very welcome addition to RCP's pool of drivers.

RCP welcomed Peter Kibble as a new volunteer Trustee and although retired from driving, Colin Wild also joined the Management Team as a volunteer Trustee, which now means that RCP has a full complement of nine Trustees for the first time in a number of years. In addition, although retired from driving, Glynne Payze has continued to resolve various IT issues for RCP and has commenced the production of bespoke training videos for drivers, aided by one of our MIDAS Trainers, Kate Asquith.

Our Treasurer, Wendy Woodcock, formally stood down from the role as from the 1st October 2023, but kindly agreed to continue on a temporary basis until a replacement had been appointed. At the AGM in March, Lynda Croome was appointed as Treasurer, although sadly she has been unable to fulfil this appointment during the year due to continuing poor health. Wendy has graciously continued in this essential role in the meantime, while a new Treasurer is sought. RCP would like to acknowledge and thank Wendy for her commitment and support to RCP and offer our very best wishes to Lynda for her speedy recovery.

Achievements and Performance

During the year, the Project operated 2,520 journeys, covering 37,915 miles, with 17,184 passenger boardings. These figures reflect an increasing passenger demand, demonstrating the value and benefits of our services to the community, in offering access to local facilities and thereby reducing isolation and loneliness for vulnerable residents.

The following is a summary of the minibus usage in the three most recent financial years of operation:

	2024	2023	2022
Number of journeys:			
Ravenshead Village Bus Service	624	618	612
Blidworth/Ravenshead/Kirkby Bus Service	500	490	480
Dial-a Bus	202	196	200
CEFT Friendship and Memory Clubs	396	393	471
Remainder of Affiliated Group Travel	638	602	472
Private hire	<u>160</u>	<u>204</u>	<u>230</u>
Total journeys	<u>2,520</u>	<u>2,503</u>	<u>2,465</u>

RAVENSHEAD COMMUNITY PROJECT (RCP)

REPORT OF THE TRUSTEES (Year ended 30 September 2024) – cont.

	2024	2023	2022
Number of passenger boardings:			
Ravenshead Village Bus Service	1,759	1,478	1,227
Blidworth/Ravenshead/Kirkby Bus Service	1,977	1,797	1,714
Dial-a Bus	1,894	1,806	1,708
CEFT Friendship and Memory Clubs	2,872	2,511	2,984
Remainder of Affiliated Group Travel	7,060	6,644	5,468
Private hire	<u>1,622</u>	<u>1,886</u>	<u>2,316</u>
Total passenger boardings	<u>17,184</u>	<u>16,122</u>	<u>15,417</u>
Total income generated from fares and hirings	<u>£43,920</u>	<u>£44,307</u>	<u>£40,117</u>

The financial statements are included on Pages 6 to 9.

Acknowledgements:

RCP would like to thank the following for their support this year; -

Ravenshead Parish Council
Gedling Borough Councillors, Stuart Bestwick, Sue Pickering & Martin Smith
Abbey Medical Group
Kelvin's Fish Bar, Ravenshead
Nottinghamshire County Councillor, Chris Barnfather
Nottinghamshire County Council
Ravenshead Pétanque Club
Ravenshead and Blidworth Rotary
The Sherwood Ranger, Ravenshead
Thomas Farr Foundation
Watson Knipe Accountancy Services

RCP wishes to thank everyone who donated to the Charity during the year and in particular, for the 'in memorium' donations received from the family and friends of three of our regular passengers who sadly passed away during the year, Enid Hedley, Alan Bull and Peter Baker.

Trustees would especially like to acknowledge the continued support received from Nottinghamshire County Council (NCC), in particular:

- Ongoing re-imburement for participation in NCC's Concessionary Travel Scheme;
- Funding from NCC's Local Community Fund;
- Funding RCP's annual subscription for membership of the Community Transport Association.

Special thanks are offered to all our Volunteers, without whom RCP would be unable to continue providing much-needed community transport services, to our Customer Services Manager and Treasurer for their unstinting efforts on behalf of all our passengers, hirers, affiliated groups and volunteer drivers.

RCP also acknowledges and thanks all Trustees and Officers of the Management Committee, for their time and efforts in ensuring a successful operation.



David Grenham – Chair of Trustees

9th January 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RAVENSHEAD COMMUNITY PROJECT

I report to the trustees on my examination of the accounts of the above charity (charity no 1059851 - "The Trust") for the year ended 30 September 2024 which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.



Sarah Shadbolt FCCA

3rd February 2025

RAVENSHEAD COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 30 September 2024

	2024	2023
Incoming resources:		
Passenger fares and concessions	15095	15149
Group and private hire	28825	29157
Bus service contracts - Notts County Council	-	-
Bus Service Operators' Grant (BSOG)	4114	2958
	<hr/> 48033	<hr/> 47265
Nottinghamshire County Council - annual LCF grant	10492	10492
Other grants and donations	2730	2631
	<hr/> 61255	<hr/> 60388
Sponsorship income	3070	2632
Affiliation fees	541	508
Interest received	8060	3593
Profit on sale of minibus	-	-
	<hr/> 72926	<hr/> 67122
Total incoming resources	<u>72926</u>	<u>67122</u>
Resources expended:		
Customer services and accounting	32373	32287
Fuel and oil	11947	13382
Minibus maintenance and repairs	5986	13993
Insurance, licences and permits	5604	5812
Other bus operating costs	1854	721
Training and drivers' costs	1403	1445
Marketing, telephone and other administrative costs	1728	1656
Depreciation	16111	16159
	<hr/> 77005	<hr/> 85455
Total resources expended	<u>77005</u>	<u>85455</u>
	<hr/> -4079	<hr/> -18332
Net incoming resources for the year	<u>-4079</u>	<u>-18332</u>

The notes on pages 8 and 9 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

BALANCE SHEET

As at 30 September 2024

	Note	2024	2023
Fixed assets			
Tangible fixed assets	2	47,430	18,795
Current assets			
Debtors and prepayments	3	18,774	8,687
Cash at banks and building societies:			
Restricted for future vehicle replacement		194,588	231,858
Other		32,886	38,936
		<u>246,248</u>	<u>279,480</u>
Current liabilities			
Creditors falling due within one year		1,039	1,557
Grants received in advance of expenditure		2,623	2,623
		<u>3,662</u>	<u>4,180</u>
Net current assets		242,585	275,300
Net assets		<u><u>290,016</u></u>	<u><u>294,095</u></u>
Restricted funds			
Restricted funds	4	194,588	232,675
Unrestricted funds	5	95,428	61,420
Total funds		<u><u>290,016</u></u>	<u><u>294,095</u></u>

The notes on pages 8 and 9 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS

Year ended 30 September 2024

1. Accounting policies

- (a) The report and accounts have been prepared in accordance with the requirements of the Charities Act 2011 and the Statement of Recommended Practice "Accounting by Charities" issued by the Charity Commissioners for England and Wales.
- (b) Fixed assets are stated at cost and are depreciated on a straight-line basis over their estimated useful lives:
 Minibuses – 5 years Equipment – 3 years

2. Fixed assets

	Minibuses	Equipment	Total
Cost			
At 30 September 2023	294329	3237	297566
Additions	62371	0	62371
At 30 September 2024	<u>356700</u>	<u>3237</u>	<u>359937</u>
Capital grants			
At 30 September 2023	192775	0	192775
Received in the year	17625	0	17625
At 30 September 2024	<u>210400</u>	<u>0</u>	<u>210400</u>
Depreciation			
At 30 September 2023	82759	3237	85996
Charge for year	16111	0	16111
At 30 September 2024	<u>98870</u>	<u>3237</u>	<u>102107</u>
Net book amount			
At 30 September 2023	18795	0	18795
At 30 September 2024	<u>47430</u>	<u>0</u>	<u>47430</u>

3. Debtors and prepayments

	2024	2023
Insurance & licence prepayments	3569	4082
BSOG grants	1327	2593
VAT recoverable	12795	889
NCC Concessions	-	-
Other debtors	1083	1122
	<u>18774</u>	<u>8687</u>

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS - continued

Year ended 30 September 2024

4. Designated funds

	£
At 30 September 2023	232675
Adjustment re previous year error	-818
Set aside from Unrestricted Funds (Interest on Reserve Accounts)	7476
Grants received specifically for new bus	17625
Release of Restricted funds for purchase of new bus	-62371
At 30 September 2024	<u>194588</u>

5. Undesignated funds

	£
At 30 September 2023	61420
Adjustment re previous years realignment	818
Set aside to Restricted Funds (Interest on Reserve Accounts)	-7476
Set aside to Restricted Funds (Grants specific for new bus)	-
Release from Restricted funds for purchase of new bus	17625
Net income for the year – page 8	62371
At 30 September 2024	<u>95428</u>

Designated funds represent amounts set aside for future investment in minibuses and equipment.

Undesignated funds represent the remainder of the Project's funds, which are available for general operating purposes.

RAVENSHEAD COMMUNITY PROJECT

England & Wales - Charity number 1059851

Accounts

RAVENSHEAD COMMUNITY PROJECT (RCP)

(T/A Ravenshead Community Transport)

(Registered Charity 1059851)

ANNUAL REPORT AND

ACCOUNTS

Year ended

30 September 2023

RAVENSHEAD COMMUNITY PROJECT (RCP)

- Principal address:** The Council Office
Ravenshead Leisure Centre
Longdale Lane
Ravenshead
Nottingham
NG15 9AG
- Constitution:** Originally adopted on 28th November 1996
(amended 27th April 2022)
- Objects:** RCP's primary objective is to provide community transport for the benefit of residents of Ravenshead and communities within a ten-mile radius of Ravenshead, with particular emphasis on those in need due to disability, infirmity or being elderly. In the interests of social wellbeing, RCP will seek to improve their conditions of life by reducing social isolation, maintaining independence, offering improved self-esteem and enabling everyone to have the opportunity to participate in local, community life. From time-to-time, RCP may extend its area of operation throughout Nottinghamshire, to assist other communities and organisations engaged in the relief of any disadvantages experienced due to disability, age, social deprivation, hardship and infirmity.
- Trustees:** David Antill
Richard Baker
Paul Baskcomb
David Cooper
David Grenham (Chair)
Peter Russell
John Sutherland (w.e.f. 26th March 2023)
- Officers:** Eve Griffith Administration Cover
Jackie Salmon Minutes Secretary
Wendy Woodcock Treasurer
- Bankers:** Mansfield Building Society
Nat West Bank
Nationwide Building Society
United Trust Bank
- Independent examiner:** Watson Knipe Accountancy Services

RAVENSHEAD COMMUNITY PROJECT (RCP)

REPORT OF THE TRUSTEES

Year ended 30 September 2023

The Trustees are pleased to present RCP's 27th Annual Report.

Introduction:

RCP owns and operates two 15-seat and one 16-seat wheelchair accessible minibuses for the benefit of the community of Ravenshead and surrounding area. The Project provides registered local bus services within Ravenshead and between Blidworth, Ravenshead and Kirkby-in-Ashfield, plus bespoke door-to-door 'Dial-a-Bus' services. The minibuses are also available for hire to Affiliated Groups and the local community.

All the Trustees and Officers are voluntary members of the Management Committee, which meets every two months to monitor performance, review operations and plan future services. The minibuses are driven by a team of fully-trained, volunteer drivers and the day-to-day operations are controlled by a Customer Services Manager (CSM).

Review of Activities:

RCP continued to provide local bus services in the area on a commercial basis, with no third-party financial support. Service 445B links Blidworth, Ravenshead and Kirkby-in-Ashfield on Mondays and Wednesdays, whilst on Tuesdays/Thursdays, Service 445 provides a regular, local service within Ravenshead linking residents with the Precinct, Doctors' Surgery, The Centre and main road bus services between Nottingham and Mansfield. Trustees have continued to support the operation of these services to help maintain the independence of many of our local residents, however passenger numbers were only improving slowly following the effects of Covid. To increase awareness of these services and encourage new passengers (young and old), a new, comprehensive leaflet was prepared with assistance from Bunches, and distributed around the area by our own volunteers.

RCP has maintained the provision of Dial-a-Ride services to retail outlets and garden centres, which continue to prove extremely popular with residents. RCP currently has in excess of 60 Affiliated Groups including U3A, Blidworth on the Move, Mansfield & Ashfield Carers, Women's Institute and local schools, providing transport to numerous destinations and also continues to offer limited private hire services.

RCP's long-established relationship with the Cornwater Evergreen's Foundation Trust has continued, with our transport services adapting to meet the changing demand, with transport now offered three days per week to Ravens Lodge, with a new facility on Thursdays, enabling their members in Rainworth to attend a weekly social event in their village.

In May, RCP were pleased to support the Parish Council's Coronation Party by offering transport to/from the event at the Village Hall.

Fuel prices that had increased appreciatively during the previous year began to stabilise, however RCP was experiencing a significant increase in other costs, particularly in respect of maintenance and replacement parts. Consequently, Trustees agreed reluctantly to increase mileage charges by £0.10 per mile from 1st October 2022, to ensure RCP were in a position to maintain the highest standards of operation.

RCP participates regularly in the Nottinghamshire Community Transport Forums, facilitated by the County Council, along with other Community Transport and Voluntary Car Schemes, sharing best practice and information. In addition, RCP engages in regional and national forums organised by the Community Transport Association, a UK member-based charity providing training, advice, and operational support to transport related charities, community groups and social enterprises in England, Scotland, Wales, and Northern Ireland.

**RAVENSHEAD COMMUNITY PROJECT (RCP)
REPORT OF THE TRUSTEES (Year ended 30 September 2023) – cont.**

Our Volunteers

All RCP's 37 Volunteer Drivers are trained to nationally recognized MIDAS standards (Minibus Driver Awareness Scheme) and reassessed every four years. During the year, three volunteer drivers (Alan Browne, Eddie Crane and Allan Rogers) retired and RCP would like to express sincere gratitude and appreciation for all of the time and effort they gave to the Group, on behalf of local residents. In April 2023, three new volunteers (Chris Wagstaff, John Sutherland and Eddie Januszczuk) successfully completed their training and were a very welcome addition to RCP's pool of drivers.

The recruitment of new volunteers is one of the most difficult, yet essential aspects of the Organisation, to ensure that sufficient volunteers are available to continue the wide range of services provided. This not only applies to our driving volunteers, but also to the recruitment of Trustees, who again provide their services on a voluntary basis to oversee the management and running of the Organisation.

As a 'thank you' to all Volunteers, RCP had previously funded an annual dinner, but this event had not been held since the Covid pandemic. Trustees felt it was important to recognise the time and effort that Volunteers give freely to the Group. Consequently, a Social Evening was held at Ravenshead Village Hall in July which proved very successful, with grateful support from a number of local concerns/bodies supplying supper (Bradburys), liquid refreshments (Village Hall Bar) and musical entertainment (Andy & The Ridge Tiles).

Achievements and Performance

During the year, the Project operated 2503 journeys, covering 39644 miles, with 16122 passenger boardings. These figures clearly reflect a gradually increasing passenger demand following the Pandemic, restoring the value and benefits of our services to the local community, in offering access to local facilities and thereby reducing isolation and loneliness for vulnerable residents.

The following is a summary of the minibus usage in the three most recent financial years of operation:

	2023	2022	2021
Number of journeys:			
Ravenshead Village Bus Service	618	612	108
Blidworth/Ravenshead/Kirkby Bus Service	490	480	0
Dial-a Bus	196	200	502
CEFT Friendship and Memory Clubs	393	471	90
Remainder of Affiliated Group Travel	602	472	130
Private hire	<u>204</u>	<u>230</u>	<u>72</u>
Total journeys	<u>2,503</u>	<u>2,465</u>	<u>902</u>
	2023	2022	2021
Number of passenger boardings:			
Ravenshead Village Bus Service	1,478	1,227	115
Blidworth/Ravenshead/Kirkby Bus Service	1,797	1,714	0
Dial-a Bus	1,806	1,708	2,614
CEFT Friendship and Memory Clubs	2,511	2,984	579
Remainder of Affiliated Group Travel	6,644	5,468	966
Private hire	<u>1,886</u>	<u>2,316</u>	<u>530</u>
Total passenger boardings	<u>16,122</u>	<u>15,417</u>	<u>4,844</u>
Total income generated from fares and hirings	<u>£44,307</u>	<u>£40,117</u>	<u>£18,968</u>

The financial statements are included on Pages 6 to 9.

**RAVENSHEAD COMMUNITY PROJECT (RCP)
REPORT OF THE TRUSTEES (Year ended 30 September 2023) – cont.**

Acknowledgements:

RCP would like to thank the following for their support this year; -

Nottinghamshire County Council
County Councillor Chris Barnfather
Ravenshead Parish Council
Ravenshead Pétanque Club
NISA – Making a Difference Locally
Ravenshead and Blidworth Rotary
The Sherwood Ranger, Ravenshead
Watson Knipe Accountancy Services

Trustees would especially like to acknowledge the continued support received from Nottinghamshire County Council (NCC), in particular:

- Ongoing re-imbusement for participation in NCC's Concessionary Travel Scheme;
- Funding from NCC's Local Community Fund;
- Funding RCP's annual subscription for membership of the Community Transport Association.

Special thanks are offered to all our Volunteers, without whom RCP would be unable to continue providing much-needed community transport services, to our Customer Services Manager and Treasurer for their unstinting efforts on behalf of all our passengers, hirers, affiliated groups and volunteer drivers.

RCP also acknowledges and thanks all Trustees and Officers of the Management Committee, for their time and efforts in ensuring a successful operation.



David Grenham – Chair of Trustees

23rd January 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RAVENSHEAD COMMUNITY PROJECT

I report to the trustees on my examination of the accounts of the above charity (charity no 1059851 - "The Trust") for the year ended 30 September 2023 which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.



Sarah Shadbolt FCCA

7th February 2024

RAVENSHEAD COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 30 September 2023

	2023	2022
Incoming resources:		
Passenger fares and concessions	15,149	14,575
Group and private hire	29,157	25,542
Bus service contracts - Notts County Council	-	-
Bus Service Operators' Grant (BSOG)	2,958	3,473
	<u>47,265</u>	<u>43,590</u>
Nottinghamshire County Council - annual LCF grant	10,492	11,961
Other grants and donations	2,631	4,474
	<u>60,388</u>	<u>60,025</u>
Sponsorship income	2,632	2,632
Affiliation fees	508	67
Interest received	3,593	1,379
Profit on sale of minibus	-	-
	<u>67,122</u>	<u>64,103</u>
Total incoming resources		
	<u>67,122</u>	<u>64,103</u>
Resources expended:		
Customer services and accounting	32,287	29,646
Fuel and oil	13,382	13,494
Minibus maintenance and repairs	13,993	4,123
Insurance, licences and permits	5,812	6,530
Other bus operating costs	721	4,547
Training and drivers' costs	1,445	4,152
Marketing, telephone and other office costs	1,656	1,252
Depreciation	16,159	16,301
	<u>85,455</u>	<u>80,045</u>
Total resources expended		
	<u>85,455</u>	<u>80,045</u>
Net incoming resources for the year	(£18,332)	(£15,942)
	<u><u>(£18,332)</u></u>	<u><u>(£15,942)</u></u>

The notes on pages 8 and 9 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

BALANCE SHEET

As at 30 September 2023

	Note	2023	2022
Fixed assets			
Tangible fixed assets	2	18,795	34,954
Current assets			
Debtors and prepayments	3	8,687	9,259
Cash at banks and building societies:			
Restricted for future vehicle replacement		231,858	228,462
Other		38,936	44,078
		<u>279,480</u>	<u>281,799</u>
Current liabilities			
Creditors falling due within one year		1,557	1,703
Grants received in advance of expenditure		2,623	2,623
		<u>4,180</u>	<u>4,326</u>
Net current assets		275,300	277,473
Net assets		<u>£294,095</u>	<u>£312,427</u>
Designated funds	4	232,675	228,462
Undesignated funds	5	61,420	83,965
Total funds		<u>£294,095</u>	<u>£312,427</u>

The notes on pages 8 and 9 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS

Year ended 30 September 2023

1. Accounting policies

- (a) The report and accounts have been prepared in accordance with the requirements of the Charities Act 2011 and the Statement of Recommended Practice "Accounting by Charities" issued by the Charity Commissioners for England and Wales.
- (b) Fixed assets are stated at cost and are depreciated on a straight-line basis over their estimated useful lives:
Minibuses – 5 years Equipment – 3 years

2. Fixed assets

	Minibuses	Equipment	Total
Cost			
At 1 October 2022	294,329	3,237	297,566
Additions	-	-	-
	-----	-----	-----
At 30 September 2023	294,329	3,237	297,566
	-----	-----	-----
Capital grants			
At 30 September 2022	192,775	-	192,775
Received in the year	-	-	-
	-----	-----	-----
At 30 September 2023	192,775	-	192,775
	-----	-----	-----
Depreciation			
At 1 October 2022	66,648	3,190	69,837
Charge for year	16,111	47	16,159
	-----	-----	-----
At 30 September 2023	82,759	3,237	85,996
	-----	-----	-----
Net book amount			
At 1 October 2022	34,907	47	34,954
At 30 September 2023	18,795	0	18,795
	=====	=====	=====

3. Debtors and prepayments

	2023	2022
Insurance & licence prepayments	4,082	3,975
BSOG grants	2,593	1,540
VAT recoverable	889	1,485
NCC Concessions	-	1,073
Other debtors	1,122	1,186
	-----	-----
	£8,687	£9,259
	=====	=====

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS - continued Year ended 30 September 2023

4. Designated funds

At 1 October 2022	228,462
Set aside from Undesignated Funds	4,213
	<hr/>
At 30 September 2023	<u>£232,675</u>

5. Undesignated funds

At 1 October 2022	83,965
Set aside to Designated Funds for future minibus replacement	(4,213)
Net income for the year – page 6	(18,332)
	<hr/>
At 30 September 2023	<u>£61,420</u>

Designated funds represent amounts set aside for future investment in minibuses and equipment.

Undesignated funds represent the remainder of the Project's funds, which are available for general operating purposes.

RAVENSHEAD COMMUNITY PROJECT

England & Wales - Charity number 1059851

Accounts

RAVENSHEAD COMMUNITY PROJECT (RCP)

(T/A Ravenshead Community Transport)

(Registered Charity 1059851)

ANNUAL REPORT AND ACCOUNTS

Year ended

30 September 2022

RAVENSHEAD COMMUNITY PROJECT (RCP)

Principal address: The Council Office
Ravenshead Leisure Centre
Longdale Lane
Ravenshead
Nottingham
NG15 9AG

Constitution: Originally adopted on 28th November 1996
(amended 27th April 2022)

Objects: RCP's primary objective is to provide community transport for the benefit of residents of Ravenshead and communities within a ten-mile radius of Ravenshead, with particular emphasis on those in need due to disability, infirmity or being elderly. In the interests of social wellbeing, RCP will seek to improve their conditions of life by reducing social isolation, maintaining independence, offering improved self-esteem and enabling everyone to have the opportunity to participate in local, community life. From time-to-time, RCP may extend its area of operation throughout Nottinghamshire, to assist other communities and organisations engaged in the relief of any disadvantages experienced due to disability, age, social deprivation, hardship and infirmity.

Trustees: David Antill
Richard Baker
Paul Baskcomb
David Cooper
David Grenham (Chair)
Tim Quincey (until 13th July 2022)
Peter Russell
Roger Scott (until 31st January 2022)

Officers: Eve Griffith Administration Cover
Jackie Salmon Minutes Secretary
Wendy Woodcock Treasurer

Bankers: Mansfield Building Society
Nat West Bank
Nationwide Building Society
United Trust Bank

Independent examiner: Watson Knipe Accountancy Services

RAVENSHEAD COMMUNITY PROJECT (RCP)

REPORT OF THE TRUSTEES

Year ended 30 September 2022

The Trustees are pleased to present RCP's 26th Annual Report.

Introduction:

RCP owns and operates two 15-seat and one 16-seat wheelchair accessible minibuses for the benefit of the community of Ravenshead and surrounding area. The Project provides registered local bus services around Ravenshead and between Blidworth, Ravenshead and Kirkby-in-Ashfield, plus bespoke door-to-door 'Dial-a-Bus' services. The minibuses are also available for hire to Affiliated Groups and the local community.

All the Trustees and Officers are voluntary members of the Management Committee, which meets every two months to monitor performance, review operations and plan future services. The minibuses are driven by a team of fully-trained, volunteer drivers and the day-to-day operations are controlled by a Customer Services Manager (CSM).

Review of Activities:

RCP continued to recover from the effects of the Covid Pandemic, with the number of services and passenger confidence returning to near normal levels. The Management Committee monitored the Covid situation at every meeting and revised any operating procedures accordingly. Sanitising equipment remained available on all buses, enhanced cleaning and 'fogging' of vehicles continued.

A revised timetable for Service 445B between Blidworth, Ravenshead and Kirkby-in-Ashfield was introduced in October 2021. The new service was more tailored to customer demand, with return journeys operating flexible routes to serve individual destinations, resulting in a significant reduction in mileage and costs, making the service more sustainable in the longer term. Levels of patronage on Service 445 operating within Ravenshead on Tuesdays and Thursdays suffered significantly from the effects of the Pandemic and only towards the end of the year did passenger numbers begin to slowly improve.

RCP's transport provision for the Cornwater Evergreen's Foundation Trust continued to operate on five days per week, although passenger numbers had greatly reduced as a result of the Pandemic. RCP continued to provide Dial-a-Ride, affiliated group travel and private hire services, with the volume of operations increasing as the year progressed.

In June, RCP were pleased to support the Parish Council's Platinum Jubilee Party for Her Majesty, Queen Elizabeth II, by offering transport to and from the venue at The Village Hall

A major concern in the latter part of the year was the dramatic increase in fuel costs, which had the potential for a major impact on services. Trustees reviewed the situation at their April meeting and decided to retain existing charges in the immediate period to help and encourage passengers to return to travelling. The position would be reviewed for the 1st October 2022.

Following a successful bid to Nottinghamshire County Council's Innovation and Sustainability Fund, RCP's three minibuses were equipped with CCTV systems to offer greater safety and security to volunteer drivers and passengers, as well as the vehicles. Four cameras were fitted to each bus, one looking forward, one to the rear and two monitoring inside the vehicle.

Our Volunteers

It is with great sadness that we recorded the passing of Tim Quincey in July. Tim had been a volunteer driver since 2018, actively involved in many of our services and subsequently volunteered as a Trustee in May 2021. He was a highly valued member of the Team and is greatly missed.

RAVENSHEAD COMMUNITY PROJECT (RCP)
REPORT OF THE TRUSTEES (Year ended 30 September 2022) – cont.

In January, we said farewell to Roger & Sue Scott, as they moved from Ravenshead to pastures new in West Yorkshire. Roger had been a volunteer driver since 2012, was elected as a Trustee that year, took on the role of MIDAS Trainer in 2014, became the lead Trustee for maintenance in 2017, as well as dealing with many licensing and insurance matters. Roger made a huge contribution to the operation of RCP and is sorely missed by everyone involved.

All RCP's 35 Volunteer Drivers are trained to nationally recognized MiDAS standards (Minibus Driver Awareness Scheme) and reassessed every four years. In October 2021, four new drivers successfully completed their training and were a very welcome addition to the operation.

The recruitment of new volunteers is one of the most difficult, yet essential aspects of the organisation, to ensure that sufficient volunteers are available to continue the wide range of services provided. This not only applies to our driving volunteers, but also to the recruitment of Trustees, who again provide their services on a voluntary basis to oversee the management and running of the Organisation. At the end of this year, RCP has just six Trustees out of a possible nine, which places a considerable burden on each individual workload. One of the greatest concerns going forward, is RCP's ability to encourage more volunteers to join the Management Team of Trustees

Achievements and Performance

During the year, the Project operated 2,465 journeys (902 in 2021), covering 37,075 miles (13,314 in 2021), with 15,417 passenger boardings (4,844 in 2021). These figures clearly reflect an increasing passenger demand following the Pandemic, restoring the value and benefits of our services to the local community in offering access to local facilities and thereby reducing isolation and loneliness for vulnerable residents.

The following is a summary of the minibus usage in the three most recent financial years of operation:

	2022	2021	2020
Number of journeys:			
Ravenshead Village Bus Service	612	108	294
Blidworth/Ravenshead/Kirkby Bus Service	480	0	576
Dial-a Bus	200	502	162
Ravenshead Travel Club	0	0	20
CEFT Friendship and Memory Clubs	471	90	230
Remainder of Affiliated Group Travel	472	130	322
Private hire	<u>230</u>	<u>72</u>	<u>120</u>
Total journeys	<u>2465</u>	<u>902</u>	<u>1,724</u>
	2022	2021	2020
Number of passenger boardings:			
Ravenshead Village Bus Service	1,227	115	1,114
Blidworth/Ravenshead/Kirkby Bus Service	1,714	0	1,558
Dial-a Bus	1,708	2614	1,366
Ravenshead Travel Club	0	0	292
CEFT Friendship and Memory Clubs	2,984	579	1,828
Remainder of Affiliated Group Travel	5,468	966	3,726
Private hire	<u>2,316</u>	<u>530</u>	<u>1,270</u>
Total passenger boardings	<u>15,417</u>	<u>4,844</u>	<u>24,181</u>
Total income generated from fares and hirings	<u>40,117</u>	<u>£18,968</u>	<u>£26,547</u>

The financial statements are included on Pages 6 to 9.

**RAVENSHEAD COMMUNITY PROJECT (RCP)
REPORT OF THE TRUSTEES (Year ended 30 September 2022) – cont.**

Acknowledgements:

RCP would like to thank the following organisations for their support this year; -

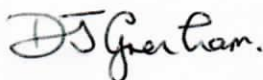
Nottinghamshire County Council
County Councillor Chris Barnfather
Ravenshead Parish Council
Royal Sussex Lodge No. 402
The Sherwood Ranger, Ravenshead
Watson Knipe Accountancy Services

Trustees would especially like to acknowledge the continued support received from Nottinghamshire County Council (NCC), in particular:

- Maintaining re-imburement from NCC's Concessionary Travel Scheme at pre-Covid levels;
- Extending the annual revenue grant (£13,430 per annum) from NCC's Local Investment Fund, through to 31st March 2022; (RCP successfully bid for funding through NCC's Local Community Fund with effect from 1st April 2022, receiving £10,492 per annum for a four-year period).
- Funding RCP's annual subscription for membership of the Community Transport Association.

Special thanks are offered to all our Volunteers, without whom RCP would not be able to continue providing much-needed community transport services and to our Customer Services Manager for her unstinting efforts on behalf of all our passengers, hirers, affiliated groups and volunteer drivers.

RCP also acknowledges and thanks all Trustees and Officers of the Management Committee, for their time and efforts in ensuring a successful operation.



David Grenham – Chair of Trustees

19th December 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RAVENSHEAD COMMUNITY PROJECT

I report to the trustees on my examination of the accounts of the above charity (charity no 1059851 - "The Trust") for the year ended 30 September 2022 which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement


I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.



Sarah Shadbolt FCCA



20 March 2023

RAVENSHEAD COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 30 September 2022

	2022	2021
Incoming resources:		
Passenger fares and concessions	14,575	13,707
Group and private hire	25,542	5,261
Bus service contracts - Notts County Council	-	-
Bus Service Operators' Grant (BSOG)	3,473	3,386
	<u>43,590</u>	<u>22,354</u>
Nottinghamshire County Council - annual S19 grant	11,961	13,430
Other grants and donations	4,474	17,985
	<u>60,025</u>	<u>53,769</u>
Sponsorship income	2,632	3,486
Affiliation fees	67	-
Interest received	1,379	1,876
Profit on sale of minibus	-	17,000
	<u>64,103</u>	<u>76,131</u>
Total incoming resources		
	<u>64,103</u>	<u>76,131</u>
Resources expended:		
Customer services and accounting	29,646	16,585
Fuel and oil	13,494	3,754
Minibus maintenance and repairs	4,123	4,691
Insurance, licences and permits	6,530	7,482
Other bus operating costs	4,547	419
Training and drivers' costs	4,152	1,330
Marketing, telephone and other office costs	1,252	8,606
Depreciation	16,301	16,301
	<u>80,045</u>	<u>59,168</u>
Total resources expended		
	<u>80,045</u>	<u>59,168</u>
Net incoming resources for the year	(£15,942)	£16,964
	=====	=====

The notes on pages 8 and 9 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

BALANCE SHEET

As at 30 September 2022

	Note	2022	2021
Fixed assets			
Tangible fixed assets	2	34,954	51,254
Current assets			
Debtors and prepayments	3	9,259	8,158
Cash at banks and building societies:			
Restricted for future vehicle replacement		228,462	207,094
Other		44,078	70,288
		<u>281,799</u>	<u>285,540</u>
Current liabilities			
Creditors falling due within one year		1,703	1,710
Grants received in advance of expenditure		2,623	6,715
		<u>4,326</u>	<u>8,425</u>
Net current assets		277,473	277,115
Net assets		<u>£312,427</u>	<u>£328,369</u>
Designated funds	4	228,462	207,093
Undesignated funds	5	83,965	121,276
Total funds		<u>£312,427</u>	<u>£328,369</u>

The notes on pages 8 and 9 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS

Year ended 30 September 2022

1. Accounting policies

- (a) The report and accounts have been prepared in accordance with the requirements of the Charities Act 2011 and the Statement of Recommended Practice "Accounting by Charities" issued by the Charity Commissioners for England and Wales.
- (b) Fixed assets are stated at cost and are depreciated on a straight-line basis over their estimated useful lives:
Minibuses – 5 years Equipment – 3 years

2. Fixed assets

	Minibuses	Equipment	Total
Cost			
At 1 October 2021	294,329	3,237	297,566
Additions	-	-	-
	_____	_____	_____
At 30 September 2022	294,329	3,237	297,566
	_____	_____	_____
Capital grants			
At 30 September 2021	192,775	-	192,775
Received in the year	-	-	-
	_____	_____	_____
At 30 September 2022	192,775	-	192,775
	_____	_____	_____
Depreciation			
At 1 October 2021	50,536	3,000	53,536
Charge for year	16,111	190	16,301
	_____	_____	_____
At 30 September 2022	66,647	3,190	69,837
	_____	_____	_____
Net book amount			
At 1 October 2021	£51,018	£237	£51,255
At 30 September 2022	£34,907	£47	£34,954
	=====	=====	=====

3. Debtors and prepayments

	2022	2021
Insurance & licence prepayments	3,975	4,845
BSOG grants	1,540	1,540
VAT recoverable	1,485	335
NCC Concessions	1,073	-
Other debtors	1,186	1,437
	_____	_____
	£9,259	£8,158
	=====	=====

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS - continued Year ended 30 September 2022

4. Designated funds

At 1 October 2021	207,093
Set aside from Undesignated Funds	21,369
	<hr/>
At 30 September 2021	£228,462
	<hr/> <hr/>

5. Undesignated funds

At 1 October 2021	121,276
Set aside to Designated Funds for future minibus replacement	(21,369)
Net income for the year – page 6	(15,942)
	<hr/>
At 30 September 2022	£83,965
	<hr/> <hr/>

Designated funds represent amounts set aside for future investment in minibuses and equipment.

Undesignated funds represent the remainder of the Project's funds, which are available for general operating purposes.

RAVENSHEAD COMMUNITY PROJECT

England & Wales - Charity number 1059851

Accounts

RAVENSHEAD COMMUNITY PROJECT

ANNUAL REPORT AND ACCOUNTS

Year ended

30 September 2021

RAVENSHEAD COMMUNITY PROJECT (RCP)

- Principal address:** 46 Swinton Rise
Ravenshead
Nottingham NG15 9FR
- Constitution:** Originally adopted on 28 November 1996
- amended on 24 September 1997 and 27 September 2010
- Trustees and Officers:** The present trustees are:
- David Grenham Chair
David Antill
Richard Baker
Paul Baskcomb
David Cooper
Tim Quincey (w.e.f. 4th May 2021)
Peter Russell
Roger Scott
- The officers who served during the year are:
- Wendy Woodcock Treasurer
Jackie Salmon Minutes Secretary
Eve Griffith Administration Cover
- Activities:** The Project owns and operates two 15-seat and one 16-seat wheelchair accessible minibuses for the benefit of the community of Ravenshead and surrounding area. The Project provides registered local bus services around Ravenshead and between Blidworth, Ravenshead and Kirkby-in-Ashfield, plus bespoke door-to-door 'Dial-a-Bus' services. The minibuses are also available for hire to Affiliated Groups and the local community.
- Bankers and fundholders:** Mansfield Building Society
National Westminster Bank PLC
Nationwide Building Society
United Trust Bank
- Independent examiner:** Watson Knipe Accountancy Services
- Date of registration as a charity:** 19 December 1996
- Charity registration number:** 1059851

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES

Year ended 30 September 2021

The Trustees are pleased to present the Project's 25th Annual Report.

Aims and Organisation of the Project:

The Project's principal objective is to provide community transport for the benefit of all the communities within a ten-mile catchment area of Ravenshead, with particular emphasis on elderly, socially isolated and disabled residents, in order to:

reduce social exclusion;

- offer easier access to services and facilities in the local community;
- enhance their quality of life, giving greater independence and higher self-esteem.

All the Trustees and Officers are voluntary members of the Management Committee, which meets every two months to monitor and review operations and plan future services and activities. Three minibuses are driven by a team of fully-trained, volunteer drivers and the day-to-day operations are controlled by a Customer Services Manager (CSM).

Achievements and Performance:

Our operations have been significantly affected as a result of the Covid-19 Pandemic and the varying, associated government restrictions placed on people and transport during the year.

Difficult operating conditions continued to prevail from October, with the re-tightening of travel restrictions and the introduction of 'Tiers' throughout the country. RCP continued only to provide 'shopper-specials', on a limited, pre-booked basis on Mondays to Fridays. With the introduction of the 2nd National Lockdown on the 5th November 2020, RCP reduced services further, to offer essential travel only to local shops in Ravenshead and Kirkby-in-Ashfield on two days per week. Additional cleaning and sanitising regimes were maintained, to keep volunteers and passengers safe.

As the 2nd Lockdown ended in early December RCP were not only able to increase the number of essential services to local facilities, but operated a pre-Christmas daytrip to Downtown Retail Park at Grantham and also several early evening trips to view Christmas light displays in Ravenshead and Linby. These were greatly appreciated by passengers, many of whom had been shielding since March and had not ventured outside of their homes for several months!

The end of December and early January saw the introduction of Tier 4 and further restrictions, culminating in the 3rd Lockdown from the 6th January 2021. Once again, RCP restricted services to essential shopping trips, on a pre-booked basis and with limited capacity. This situation continued until April 2021 when the requirement to 'stay at home' ended and non-essential retail re-opened. RCP were able to reintroduce additional shopping services, together with limited group and private hires.

With the relaxation in social distancing requirements in April and the re-opening of indoor venues, carrying capacity on each bus was increased to 8/9 people and additional services to non-essential shops and garden centres were re-introduced.

From the 19th July 2021, all Covid related restrictions and legal limits on social distancing were removed. As a consequence, all seats were reinstated in the buses and most of the normal range of operations were gradually reintroduced. However, passengers were encouraged to continue to wear facemasks, sanitising equipment remained available on each bus, enhanced cleaning procedures and vehicle fogging continued.

The local bus Service 445A linking Ravenshead to the Precinct, Doctors' Surgery and Pronto bus services to Mansfield and Nottingham recommenced on Tuesday 8th August, whilst Service 4458 between Blidworth, Ravenshead and Kirkby remained suspended, pending the introduction of a new timetable (to be introduced 12th October).

Other Activities:

- ▶ November 2020: RCP purchased a storage container to enable equipment, including disabled aids, to be held at one centralised location. RCP is grateful to Councillor Barnfather for a contribution from his Divisional Fund allocation towards the cost of interior racking
- ▶ Throughout the Pandemic, RCP has participated in the Local Resilience Forum, part of Nottinghamshire County Council's (NCC) Covid-19 Recovering Coordinating Group, along with other Community Transport Providers in the County. This included participation in assisting vulnerable, elderly and shielding residents with transport to vaccination centres, coordinated through a centralised transport hub.
- ▶ Following the purchase of a new low-floor minibus in December 2019, RCP had prepared its oldest minibus for sale but, largely due to Covid restrictions, this was not achieved until March 2021.
- ▶ The number of Affiliated Groups remained at 72, but they were unable to travel for much of the year. Trustees agreed to fund their affiliation fees for the year from covid-related funding received from the National Lottery's Awards for All scheme. The annual fee remained at £10 with an entitlement of a 10% discount on hiring charges.
- ▶ RCP recommenced regular transport for local residents in Blidworth, Rainworth and Ravenshead attending the Cornwater Evergreens Foundation Trust (CEFT), Friendship and Memory Clubs on Mondays to Fridays on 19th July 2021.
- ▶ Unfortunately, the Ravenshead Travel Club and PHAB have not operated during the year due to the effect of the Pandemic.

Volunteers:

We had 37 registered volunteer drivers during the year, all of whom have successfully completed their Minibus Driver Awareness Scheme (MiDAS) training. Our volunteers' warm, friendly and courteous service is very much appreciated and valued by all our customers. As with most other community transport providers, there is an ongoing need to attract new volunteer drivers on a regular basis, particularly with the uncertainties surrounding Covid. In August, four new volunteers began to undertake RCP's Training Programme.

During the year, the Project operated 902 journeys (1,724 in 2020), covering 13,314 miles (23,401 in 2020), with 4844 passenger boardings (11,154 in 2020). These figures clearly reflect the adverse effects of the Covid-19 Pandemic, the periods of lockdown and ongoing restrictions. However, Trustees have little doubt that the value and benefits of our services to the local community, in particular in facilitating access to services and thereby reducing isolation and loneliness for vulnerable residents, will be reflected in increasing demand as the effects of the Pandemic recede.

Our monitoring and statistical recording system continues to produce detailed information for each bus, across the 18 types of service provided. The information produced from the system enables the Trustees to have an extensive and professional management control, as well as monitoring of the Project. The system also enables accurate returns in respect of Bus Service Operator's Grant (BSOG) for Section 19 and 22 operations, concessionary fare reimbursement and NCC monitoring reports.

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES

Year ended 30 September 2021

The following is a summary of the minibus usage in the three most recent financial years of operation:

	2021	2020	2019
Number of journeys:			
Ravenshead Local Bus Service 445A	108*	294	612
Blidworth/Kirkby Local Bus Service 4458	0*	576	1,200
Dial-a Bus (eg. specials, shopping runs)	502*	162	182
Ravenshead Travel Club	0	20	80
CEFT Friendship and Memory Clubs	90	230	628
Remainder of Affiliated Group Travel	130	322	716
Private hire	<u>72</u>	<u>120</u>	<u>258</u>
Total journeys	<u>902</u>	<u>1,724</u>	<u>3,676</u>

	2021	2020	2019
Number of passenger boardings:			
Ravenshead Local Bus Service 445A	155*	1,114	2,347
Blidworth/Kirkby Local Bus Service 4458	0*	1,558	3,250
Dial-a Bus (eg. specials, shopping runs)	2614*	1,366	2,030
Ravenshead Travel Club	0	292	1,168
CEFT Friendship and Memory Clubs	579	1,828	4,184
Remainder of Affiliated Group Travel	966	3,726	8,442
Private hire	<u>530</u>	<u>1,270</u>	<u>2,696</u>
Total passenger boardings	<u>4844</u>	<u>11,154</u>	<u>24,117</u>

Total income generated from fares and hirings £18,968 £26,547 £46,027

NB: * - Service 445A operated from 8th August 2021 only and Service 445B did not operate throughout the year. Additional, alternative journeys operating as 'Dial-a-Bus' were provided on a pre-booked, limited capacity, as referred to above.

The Trustees would like to acknowledge and thank NCC for their continued financial support. The three-year annual revenue grant (£13,430 per annum) from the Local Investment Fund due to terminate in June 2021 was extended to 31st March 2022. Anticipated payments associated with NCC's Concessionary Travel Scheme were also extended through to 31st March 2022.

Trustees would particularly like to thank the following organisations for their support this year: -

- o NISA Ravenshead (Making a Difference Locally)
- o Nottinghamshire County Council / County Councillor Chris Barnfather
- o Ravenshead Parish Council
- o The Garfield Weston Foundation
- o The Sherwood Ranger, Ravenshead

Special Thanks to: -

- | All our Volunteers, without whom we would not be able to continue so successfully in providing much needed Community Transport Services;
- ▶ Our Customer Services Manager, Karen Hall, for her dedication to caring for all our passengers, hirers, affiliated groups and volunteer drivers. Also, for her assistance to

Trustees in managing the Group, maintaining RCP's presence on social media and preparing the regular monthly article in the free Ravenshead Newsletter, keeping our customers informed.

- ▶ RCP's Maintenance Team of Roger Scott, Chris Carrier and Andy Carter who together with Yardley's Garage, ensure our minibuses are cleaned and maintained to the highest standards;
- ▶ Our MiDAS Driver/Assessor Trainers, Richard Baker and Roger Scott, together with the other members of our Driver Administration Team, David Cooper and David Antill;
- ▶ Our current officers, Wendy Woodcock (Treasurer), Jackie Salmon (Minute Secretary). Also to Eve Griffith (Admin Cover) for providing administrative cover during holiday periods;
- ▶ The Trustees and Officers of the Management Committee, who control, monitor and manage the Project.

A handwritten signature in black ink that reads "D Grenham". The signature is written in a cursive style with a large initial 'D'.

- ▶ **David Grenham - Chair of Trustees**

Date: 21st April 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RAVENSHEAD COMMUNITY PROJECT

I report to the trustees on my examination of the accounts of the above charity (charity no 1059851 - "The Trust") for the year ended 30 September 2021 which are set out on pages 7 to 10.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

 |

Sarah Shadbolt FCCA

19 April 2022

RAVENSHEAD COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 30 September 2021

	2021	2020
Incoming resources:		
Passenger fares and concessions	13,707	13,598
Group and private hire	5,261	12,949
Bus service contracts - Notts County Council		
Bus Service Operators' Grant (BSOG)	3,386	4,099
	22,354	30,646
Nottinghamshire County Council - annual S19 grant	13,430	13,430
Other grants and donations	17,985	34,437
	53,769	78,513
Sponsorship income	3,486	3,986
Affiliation fees		592
Interest received	1,876	2,828
Profit on sale of minibus	17,000	
	76,131	85,919
Total incoming resources	76,131	85,919
Resources expended:		
Customer services and accounting	16,585	21,365
Fuel and oil	3,754	6,945
Minibus maintenance and repairs	4,691	12,174
Insurance, licences and permits	7,482	7,888
Other bus operating costs	419	799
Training and drivers' costs	1,330	2,862
Marketing, telephone and other office costs	8,606	1,601
Depreciation	16,301	13,568
	59,168	67,202
Total resources expended	59,168	67,202
Net incoming resources for the year	£16,964	£18,717

The notes on pages 9 and 10 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

BALANCE SHEET

As at 30 September 2021

	Note	2021	2020
Fixed assets			
Tangible fixed assets	2	51,254	67,555
Current assets			
Debtors and prepayments	3	8,158	6,997
Cash at banks and building societies:			
Restricted for future vehicle replacement		207,094	168,218
Other		70,288	75,600
		<u>285,540</u>	<u>250,815</u>
Current liabilities			
Creditors falling due within one year		1,710	249
Grants received in advance of expenditure		6,715	6,715
		<u>8,425</u>	<u>6,964</u>
Net current assets		277,115	243,851
Net assets		<u>£328,369</u>	<u>£311,406</u>
Designated funds			
	4	207,093	158,106
Undesignated funds			
	5	121,276	153,300
Total funds		<u>£328,369</u>	<u>£311,406</u>

The notes on pages 9 and 10 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS

Year ended 30 September 2021

1. Accounting policies

- (a) The report and accounts have been prepared in accordance with the requirements of the Charities Act 2011 and the Statement of Recommended Practice "Accounting by Charities" issued by the Charity Commissioners for England and Wales.
- (b) Fixed assets are stated at cost and are depreciated on a straight-line basis over their estimated useful lives:
Minibuses - 5 years Equipment - 3 years

2. Fixed assets

	Minibuses	Equipment	Total
Cost			
At 1 October 2020	294,329	3,237	297,566
Additions	—	—	—
At 30 September 2021	294,329	3,237	297,566
Capital grants			
At 1 October 2020 and 30 September 2021 Received in the year	192,775	—	192,775
At 30 September 2021	192,775	—	192,775
Depreciation			
At 1 October 2020	34,425	2,811	37,236
Charge for year	16,111	189	16,301
At 30 September 2021	50,536	3,000	53,537
Net book amount			
At 1 October 2020	£67,129	£426	£67,555
At 30 September 2021	£51,018	£237	£51,254

3. Debtors and prepayments

	2021	2020
Insurance & licence prepayments	4,845	5,396
Deposit on new Minibus	—	—
BSOG grants	1,540	1,540
VAT recoverable	335	61
Other debtors	1,437	—
	£8,158	£6,997

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS - continued Year ended 30 September 2021

4. Designated funds

At 1 October 2020	158,106
Set aside from Undesignated Fund	38,876
Release of Restricted Funds re cost of minibus acquired	10,111
	<hr/>
At 30 September 2021	£207,094
	<hr/>

5. Undesignated funds

At 1 October 2020	153,300
Set aside to Designated Funds for future minibus replacement	(38,876)
Adjustment re previous year's realignment	(10,111)
Net income for the year - page 8	16,964
	<hr/>
At 30 September 2021	£121,276
	<hr/>

Designated funds represent amounts set aside for future investment in minibuses and equipment.

Undesignated funds represent the remainder of the Project's funds, and are available for general operating purposes.

RAVENSHEAD COMMUNITY PROJECT

England & Wales - Charity number 1059851

Accounts

RAVENSHEAD COMMUNITY PROJECT

ANNUAL REPORT AND ACCOUNTS

Year ended

30 September 2020

RAVENSHEAD COMMUNITY PROJECT (RCP)

- Principal address:** 46 Swinton Rise
Ravenshead
Nottingham NG15 9FR
- Constitution:** Originally adopted on 28 November 1996
- amended on 24 September 1997 and 27 September 2010
- Trustees and Officers:** The present trustees are:
- | | |
|---------------|-------|
| David Grenham | Chair |
| David Antill | |
| Richard Baker | |
| Paul Baskcomb | |
| David Cooper | |
| Peter Russell | |
| Roger Scott | |
- The officers who served during the year are:
- | | |
|----------------|----------------------|
| Wendy Woodcock | Treasurer |
| Jackie Salmon | Minutes Secretary |
| Eve Griffith | Administration Cover |
- Activities:** The Project owns four* and operates three 15-seater wheelchair accessible minibuses for the benefit of the community of Ravenshead and surrounding area. The Project provides registered route services around Ravenshead and other local villages, plus 'Dial-a-Bus' door-to-door services. The minibuses are also available for hire to Affiliated Groups.
* The fourth minibus is currently not part of the operational fleet and is scheduled for disposal at the earliest, available opportunity.
- Bankers and fundholders:** National Westminster Bank PLC
Mansfield Building Society
Nottingham Building Society
United Trust Bank
- Independent examiner:** EA Connett
- Date of registration as a charity:** 19 December 1996
- Charity registration number:** 1059851

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES

Year ended 30 September 2020

The Trustees are pleased to present the Project's 24th Annual Report.

Aims and Organisation of the Project:

The Project's principal objective is to provide community transport for the benefit of all the communities within a ten-mile catchment area of Ravenshead, with particular emphasis on elderly, socially isolated and disabled residents, in order to:

- reduce social exclusion;
- provide a door-to-door service;
- enhance their quality of life, giving greater independence and higher self-esteem.

All the Trustees and Officers are voluntary members of the Management Committee, which meets every two months to monitor and review operations, and plan future services and activities. Three minibuses are driven by a team of fully-trained, volunteer drivers and the day-to-day operations are controlled by a contracted Customer Services Manager (CSM).

Review of progress and achievements:

Our operations have been significantly affected as a result of the Covid-19 Pandemic and the varying, associated government restrictions placed on people and transport during the year. This can best be considered in four distinct periods.

October 2019 - February 2020:

We experienced another successful period of operation using our three, 15-seater wheelchair-accessible minibuses to provide our customary wide range of services, including: -

- "Hail-and-Ride" timetabled half-hourly registered routes Service (445A) around Ravenshead on Tuesday and Thursday mornings providing access to local amenities, shops, Health Centre and the main Nottingham/Mansfield (Pronto) bus services
- "Hail-and-Ride" timetabled registered routes from Blidworth via Ravenshead to Kirkby-in-Ashfield (445B) on Mondays and Wednesdays
- Friday shopping specials to various destinations including Sutton-in-Ashfield, Downtown Superstore (Grantham), Lincoln, Mansfield, Nottingham, Derbyshire, McArthur Glen Factory Outlet and Arnold
- Tuesday afternoon specials to local supermarkets, garden centres and Mansfield
- Door-to-door transport for Group meetings, particularly Ravenshead PHAB
- Affiliated Group Travel
- Ravenshead Travel Club
- Cornwater Evergreens Foundation Trust (Ravenshead Day Centre)
- Private hire

In December 2019, we introduced a new low-floor, accessible minibus into our fleet, offering a low entry height of just 27cms. This vehicle offers accessible transport for all levels of mobility and wheelchair users are able to enter the minibus via the wide entrance and gently sloping ramp, to access a designated area for travel. This vehicle was used extensively on our local Routes 445A & 445B, which RCP continued to provide without any financial support and was well received by passengers. It was also used on our local "Dial-a-Bus" Specials operating as flexible demand services within a 15-mile radius of Ravenshead. Both groups of services accept concessionary travel passes, issued by Nottinghamshire County Council (NCC). However, the longer-distance Shopper Specials which are arranged on some Fridays are all fare-paying services and no concessions are permitted.

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES - continued

Year ended 30 September 2020

We continued our support to local businesses by transporting residents into the Ravenshead Village Precinct with all its associated amenities, i.e., shops, post office, library, hairdressers, chemist, dentist, etc. In addition, the service passes the Health Centre twice on all 6 Routes every Tuesday and Thursday morning. It also passes both the Ravenshead and Blidworth Health Centres several times on the Monday and Wednesday, Blidworth/Ravenshead/Kirkby routes.

It is important for the village and the precinct facilities that we continue to operate the routes on Mondays to Thursdays and thus emphasise our support for our local shops and facilities, as well as providing opportunities for people to connect with the main bus routes into Mansfield and Nottingham on the A60 at Newstead Abbey Gates.

February – March 2020:

Advice from central government increasingly encouraged vulnerable people to exercise extreme caution and stay at home, using public transport for ‘essential’ travel only. Our passengers heeded this advice and many of our services and group hires were cancelled during this period. However, we continued to operate our registered Routes and Dial-a-Bus services to enable passengers to access to essential shopping destinations and support local businesses.

March – July 2020:

With the introduction of the nationwide ‘Lockdown’ from 23rd March, all passenger services were cancelled. In response to the need to support local communities, RCP engaged with local businesses to provide essential food and medical delivery services to vulnerable and shielding residents within the village. During Lockdown, we provided food deliveries on behalf of Bradburys on 59 days, as well as several collections/deliveries for our local chemist, offering a vital supply link for residents. In addition, RCP registered its willingness to assist Gedling Borough Council’s Community Hub, offering support to the wider, local community.

During this period, we made extensive preparations to enable RCP to resume passenger services, for when restrictions came to an end. The safety of our volunteers and passengers was our principal objective, ensuring total compliance with government regulations for combatting the virus in terms of social distancing and hygiene. A number of adjustments to our vehicles were put in place, including:

- The physical removal of seats from two minibuses, to ensure an absolute maximum capacity of six passengers could be carried. This also required the installation of various measures to ensure the flooring on these vehicles remained safe;
- Each vehicle to display notices advising passengers of revised regulations;
- Perspex screens were installed behind the driver’s seat for added security for our volunteers;
- Personal protective equipment was provided on each vehicle for volunteers and passengers, where necessary;
- Hand sanitisers were installed on each vehicle for use when boarding or alighting and volunteers equipped and trained to disinfect hard surfaces on the vehicle after each trip;
- A ‘fogging machine’ was purchased, which would enable the whole interior of each vehicle to be cleaned and sanitised with an antiviral, disinfectant solution after each week of use.

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES - continued

Year ended 30 September 2020

July 2020 – September 2020.

With the end of Lockdown and following an extensive risk assessment, we were able to resume a very limited level of service. Whilst very few group hires operated, the main emphasis was the re-establishment of the local route services. However, conditions for operating and the limited seating capacity meant that we were unable to resume our usual hail-and-ride service. Consequently, ‘shopper specials’ were gradually reintroduced covering our usual Monday to Thursday and Friday destinations, but all seats had to be booked in advance via our CSM, to ensure compliance with regulations and keep passengers safe. These services have been very well received by those wishing to travel, although limited to a maximum of six passengers on any journey!

RCP intends to resume a more normal level of service as soon as conditions allow and will continue to support local residents and businesses wherever possible.

We continue to provide the comprehensive in-house ‘Minibus Driver Awareness Scheme’ (MiDAS) training programme for all drivers of the Community Project’s Mercedes minibuses, including regular refresher courses. Our in-house training continues to give welcome financial savings compared to the high cost of having to outsource both the initial MiDAS training and all the refreshers. Following successful completion of training, RCP issue their own “Permit to Drive” which allows a driver to begin driving our minibuses with passengers.

We had 38 registered volunteer drivers during the year, which includes several who only drive for specific affiliated groups. Our volunteers’ warm, friendly and courteous service is very much appreciated and valued by all our customers. As with most other community transport providers, there is an ongoing need to continue to attract new volunteer drivers on a regular basis to enable us both to cover natural retirements as well as to meet the continuing demand.

Group emails are used to communicate and share information with all volunteers, who are also invited to attend several social events held throughout the year.

During the year, the Project operated 1,724 journeys (3,676 in 2019), covering 23,401 miles (53,274 in 2019), with 11,154 passenger boardings (24,117 in 2019). These figures suggest that during the first five months of the year, we continued to experience a high year-on-year demand, similar to the previous 23 years. The dramatic decrease in each category compared to the previous year (in excess of 50%) clearly demonstrates the effect of the Covid-19 Pandemic, the period of lockdown and ongoing restrictions.

It has been a very different and challenging year for the organisation and as well as performing her usual tasks of dealing with hire requests, passenger bookings, scheduling drivers and vehicles, maintaining the monitoring system, our Customer Services Manager has provided a telephone support service for our customers and volunteers during the crisis.

The CSM also prepares a regular monthly article which is featured in the free Ravenshead Newsletter and delivered to every household in the village, which has proved to be an important outlet for information to our customers.

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES - continued

Year ended 30 September 2020

RCP again provided regular transport for local people attending the Cornwater Evergreens Foundation Trust (CEFT), Friendship and Memory Clubs on Mondays to Fridays until mid-March 2020, when CEFT were obliged to cancel sessions, as a result of the pandemic. It is hoped that we shall resume transport for CEFT members, as soon as possible in 2021.

Ravenshead Travel Club, managed by Mike Preston, continued its popular and successful outings, until interrupted by the pandemic. It is hoped that journeys may resume when social distancing requirements are relaxed and we can welcome back a full bus of passengers.

The number of local village groups who have affiliated to the Project during this financial year is 71. Each group pays an annual fee of just £10, which entitles it to a 10% discount on hiring charges and six votes at Annual and General Meetings.

The in-house developed, computerised monitoring and statistical recording system continues to record information for each bus, divided across the 18 types of service provided. The information produced from the system enables the Trustees to have an extensive and professional management control, as well as monitoring of the Project and includes: -

- Number of journeys
- Number of passenger boardings
- Mileage including hire buses
- Quantity used and cost of fuel

The system also provides information for the following required Returns –

- BSOG – Section 19 (Affiliated Group Travel and longer non-concessionary Dial-a-Bus trips)
- BSOG – Section 22 (Registered routes and short concessionary Dial-a-Bus trips)
- Concessionary fares rebates
- NCC monitoring reports

The following is a summary of the minibus usage in the three most recent financial years of operation:

	2020	2019	2018
Number of journeys:			
Ravenshead Village Routes	294	612	618
Blidworth/Kirkby Routes	576	1,200	1,176
Dial-a Bus (eg. specials, shopping runs)	162	182	176
Ravenshead Travel Club	20	80	80
CEFT Friendship and Memory Clubs	230	628	642
Remainder of Affiliated Group Travel	322	716	784
Private hire	<u>120</u>	<u>258</u>	<u>244</u>
Total journeys	<u>1,724</u>	<u>3,676</u>	<u>3,720</u>

RAVENSHEAD COMMUNITY PROJECT

REPORT OF THE TRUSTEES - continued

Year ended 30 September 2020

	2020	2019	2018
Number of passenger boardings:			
Ravenshead Village Routes	1,114	2,347	2,301
Blidworth/Kirkby Routes	1,558	3,250	2,797
Dial-a Bus (eg. specials, shopping runs)	1,366	2,030	1,742
Ravenshead Travel Club	292	1,168	1,170
CEFT Friendship and Memory Clubs	1,828	4,184	4,661
Remainder of Affiliated Group Travel	3,726	8,442	9,088
Private hire	<u>1,270</u>	<u>2,696</u>	<u>2,422</u>
Total passenger boardings	<u>11,154</u>	<u>24,117</u>	<u>24,181</u>

Total income generated from fares and hirings £26,547 £46,027 £46,353

With the arrival of our new low-floor minibus in December 2019, arrangements were in hand to sell our oldest minibus, maintaining a fleet of three accessible minibuses. Again, due to the pandemic, we have been unable to conclude a sale and the vehicle is presently in storage to be sold at the earliest opportunity in 2021.

The Trustees would like to acknowledge and thank Nottinghamshire County Council for their continued financial support. We have a 3-year Annual Revenue Grant of £13,430 per annum (July 2018 to June 2021), which was maintained throughout this year, along with receiving all anticipated payments associated with NCC's Concessionary Travel Scheme

Finally, we would particularly like to thank: -

- The following organisations for their support this year: -
 - * National Lottery Awards for All England
 - Allen Lane Foundation
 - Blidworth Parish Council
 - J N Derbyshire Trust
 - Linney
 - *Nottinghamshire Community Foundation
 - Nottinghamshire County Council
 - *Severn Trent Water;

NB: Funding from organisations marked '*' has been kindly donated to provide financial support to RCP during Lockdown, and more importantly to assist in the recovery from Lockdown. This will enable RCP to restore progressively our many valued services in a safe and responsible way. Consequently, whilst a proportion has been spent during this 2019/20, the majority will be spent during 2020/21, enabling RCP to emerge successfully from the extended periods of Lockdown.

- Ravenshead Parish Council for their continuing support;
- The Sherwood Ranger for their continuing support with parking spaces for all 3 buses;
- Our 38 Volunteer Drivers, without whom we would not be able to continue so successfully in providing much needed Community Transport Services;

- Our Customer Services Manager, Karen Parsons, for her dedication to caring for all our passengers, hirers, affiliated groups and volunteer drivers, whilst assisting Trustees in managing the Group and maintaining RCP's presence on social media. Also, Eve Griffith for providing administrative cover during holiday periods.
- Our current Maintenance Team, led by Roger Scott, who together with Yardley's Garage, ensure our minibuses are maintained and cleaned to the highest standards;
- Our MiDAS Driver/Assessor Trainers, Richard Baker and Roger Scott, together with the other members of our Driver Administration Team, David Cooper and David Antill;
- Alan Connett, who kindly volunteers as the Independent Examiner of the Annual Accounts;
- Our current officers, Wendy Woodcock (Treasurer) and Jackie Salmon (Minute Secretary);
- The Trustees and Officers of the Management Committee, who control, monitor and manage the Project.

David Grenham – Chair of Trustees

25th January 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RAVENSHEAD COMMUNITY PROJECT

I report to the trustees on my examination of the accounts of the above charity (charity no 1059851 - "The Trust") for the year ended 30 September 2020 which are set out on pages 9 to 12.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

EA Connett

25th January 2021

RAVENSHEAD COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 30 September 2020

	2020	2019
Incoming resources:		
Passenger fares and concessions	13,598	13,334
Group and private hire	12,949	32,693
Bus service contracts - Notts County Council	-	7,538
Bus Service Operators' Grant (BSOG)	4,099	3,435
	<hr/>	<hr/>
	30,646	57,000
Nottinghamshire County Council - annual S19 grant	13,430	13,430
Other grants and donations	34,437	2,716
	<hr/>	<hr/>
	78,513	73,146
Sponsorship income	3,986	4,379
Affiliation fees	592	616
Interest received	2,828	2,505
	<hr/>	<hr/>
Total incoming resources	85,919	80,646
	<hr/>	<hr/>
Resources expended:		
Customer services and accounting	21,365	28,733
Fuel and oil	6,945	15,077
Minibus maintenance and repairs	12,174	7,327
Insurance, licences and permits	7,888	6,678
Other bus operating costs	799	1,399
Training and drivers' costs	2,862	3,889
Marketing, telephone and other office costs	1,601	2,505
Depreciation	13,568	3,133
	<hr/>	<hr/>
Total resources expended	67,202	68,741
	<hr/>	<hr/>
Net incoming resources for the year	£18,717	£11,905
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 11 and 12 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

BALANCE SHEET

As at 30 September 2020

	Note	2020	2019
Fixed assets			
Tangible fixed assets	2	67,555	-
Current assets			
Debtors and prepayments	3	6,997	13,804
Cash at banks and building societies:			
Restricted for future vehicle replacement		168,218	211,140
Other		75,600	76,606
		<u>250,815</u>	<u>301,550</u>
Current liabilities			
Creditors falling due within one year		249	2,146
Grants received in advance of expenditure		6,715	6,715
		<u>6,964</u>	<u>8,861</u>
Net current assets		243,851	292,689
Net assets		<u>£311,406</u>	<u>£292,689</u>
		=====	=====
Restricted funds	4	158,106	213,661
Unrestricted funds	5	153,300	79,028
Total funds		<u>£311,406</u>	<u>£292,689</u>
		=====	=====

The notes on pages 11 and 12 form part of these accounts.

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS

Year ended 30 September 2020

1. Accounting policies

- (a) The report and accounts have been prepared in accordance with the requirements of the Charities Act 2011 and the Statement of Recommended Practice “Accounting by Charities” issued by the Charity Commissioners for England and Wales.
- (b) Fixed assets are stated at cost and are depreciated on a straight line basis over their estimated useful lives:
Minibuses – 5 years Equipment – 3 years

2. Fixed assets

	Minibuses	Equipment	Total
Cost			
At 1 October 2019	203,774	2,669	206,443
Additions	90,555	568	91,123
	_____	_____	_____
At 30 September 2020	294,329	3,237	297,566
	_____	_____	_____
Capital grants			
At 1 October 2019 and 30 September 2020	182,775	-	182,775
Received in the year	10,000	-	10,000
	_____	_____	_____
At 30 September 2020	192,775	-	192,775
	_____	_____	_____
Depreciation			
At 1 October 2019	20,999	2,669	23,668
Charge for year	13,426	142	13,568
	_____	_____	_____
At 30 September 2020	34,425	2,811	37,236
	_____	_____	_____
Net book amount			
At 1 October 2019	-	-	-
At 30 September 2020	£67,129	£426	£67,555
	=====	=====	=====

3. Debtors and prepayments

	2020	2019
Insurance & licence prepayments	5,396	4,449
Deposit on new Minibus	-	5,000
BSOG grants	1,540	1,540
VAT recoverable	61	297
Other debtors	-	2,518
	_____	_____
	£6,997	£13,804
	=====	=====

RAVENSHEAD COMMUNITY PROJECT

NOTES TO THE ACCOUNTS - continued Year ended 30 September 2020

4. Restricted funds

At 1 October 2019	213,661
Set aside from Unrestricted Funds	25,000
Release of Restricted Funds re cost of minibus acquired	(80,555)

At 30 September 2020	£158,106
	=====

5. Unrestricted funds

At 1 October 2019	79,028
Set aside to Restricted Funds for future minibus replacement	(25,000)
Release from Restricted Funds re cost of minibus acquired	80,555
Net income for the year – page 8	18,717

At 30 September 2020	£153,300
	=====

Restricted funds represent amounts set aside for future investment in minibuses and equipment.

Unrestricted funds represent the remainder of the Project's funds, and are available for general operating purposes.