

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

RAVENSHHEAD 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.

RAVENSHED 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-imbursement 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	72926	67122
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	77005	85455
	<hr/>	<hr/>
Net incoming resources for the year	-4079	-18332

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	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	356700	3237	359937
Capital grants			
At 30 September 2023	192775	0	192775
Received in the year	17625	0	17625
At 30 September 2024	210400	0	210400
Depreciation			
At 30 September 2023	82759	3237	85996
Charge for year	16111	0	16111
At 30 September 2024	98870	3237	102107
Net book amount			
At 30 September 2023	18795	0	18795
At 30 September 2024	47430	0	47430

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
	18774	8687

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.