



## Trustees' Annual Report for the period

		Period start date		Period end date	
From	01	January	2020	To	31
					December 2020

### Section A Reference and administration details

Charity name **CARDIFF TRANSPORT PRESERVATION GROUP (CTPG)**

Other names charity is known by

Registered charity number (if any) **1063157**

Charity's principal address **24 WARREN DRIVE**

**CAERPHILLY**

Postcode

**CF83 1HQ**

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	MICHEAL TAYLOR	CHAIR		MEMBERSHIP OF CTPG
2	PAUL BURGESS	DEPUTY CHAIR	1 to 15 January 2020	MEMBERSHIP OF CTPG
3	RICHARD JOHNSON	TREASURER		MEMBERSHIP OF CTPG
4	STEPHEN WREN	SECRETARY		MEMBERSHIP OF CTPG
5	MARTYN EVANS	DEPOT SUPERVISOR		MEMBERSHIP OF CTPG
6	CLIVE WILLIAMS	MEMBERSHIP SECRETARY		MEMBERSHIP OF CTPG
7				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

#### Name of chief executive or names of senior staff members (Optional information)

None

## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association or Group
Trustee selection methods (eg. appointed by, elected by)	By the General Body of Members at the AGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

In addition to the AGM it only proved possible to hold two Trustees Meetings during 2020 due to Covid 19 restrictions with any other strategic decisions being made by exchange of email.

The Charity is affiliated to the National Association of Road Transport Museums (NATRM) and follows their guidance in organising Public Events and for visitors to the premises.

It is also affiliated to the Federation of British Historic Vehicle Clubs (FBHVC) to whom CTPG can call on for advice if required.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To preserve representative examples of the buses that ran in South East Wales and the Valleys, as well as memorabilia and records for the Companies they ran for, thereby protecting transport and social history for current and future generations to enjoy.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Unfortunately, due to the Covid 19 pandemic and the restrictions put in place as a result, no events were able to be organised during 2020.

Prior to the restrictions coming into force, plans had been in place for an event in Caerphilly organised in conjunction with Caerphilly County Borough Council to mark 100 years since the local council commenced local bus operation in the town. This event would have been in addition to the flagship "Barry Festival of Transport" and attendance at other events had the pandemic not occurred.



*Two of the former Caerphilly UDC buses housed at Barry which would have starred in the Caerphilly 100 celebrations had Covid 19 not intervened.*

The “Bus Depot” at Broad Street, Barry had been open to visitors on Fridays and Saturdays up until the initial lockdown in March. Free entry was available to view a selection of the Groups collection and the progress being made with the restoration of certain vehicles.

Prior to lockdown, the Charity continued to support local schools with transport related studies. A group of special needs children from Llanmartin Primary School were given a guided tour of “The Bus Depot” on 20 January 2020.



*Pupils from Llanmartin Primary School pose for the camera on the top deck of an open top bus and being shown the workings of a manual ticket machine on their visit to “The Bus Depot”*

The Trustees have regard for Section 17(5) of the Charities Act and Charities (Reports and Accounts) Regulations 2008, ensuring that as and when it is possible for events to resume, they are for the public benefit. There is no admission charge to any events held, making them accessible and affordable to all. Events are well promoted in the local areas resulting in substantial visitor numbers of all age groups to all events, enhancing the general public’s knowledge of transport and local history.



## Additional details of objectives and activities (Optional information)

The Charities policy of adding further representative vehicles to its collection saw one additional vehicle purchased in 2020. C41 CKG is a former Islwyn Borough Transport Leyland Tiger with bodywork by East Lancs new in 1985. Fully restored and at a very reasonable price, it had previously been owned by a CTPG member who wished to dispose of it.



*This former IBT Leyland Tiger joined the CTPG collection during 2020.*

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Trolleybuses, electric vehicles that draw their power from overhead cables, ran in Cardiff from 1941 until 1971. The Cardiff & South Wales Trolleybus Group which was formed in 1992 to preserve examples of Cardiff trolleybuses relocated to "The Bus Depot" in September 2020 after a fire destroyed their previous premises and almost claimed their two vehicles under restoration. The trolleybuses fill a vital gap in the history of public transport in Cardiff and therefore complement the CTPG collection for visitors to Barry to enjoy.



*Cardiff single deck trolleybus 243 new in 1955 safely inside "The Bus Depot" at Barry where restoration can continue and arriving a week later was double deck trolleybus number 262.*

Two other buses arrived at Barry at the end of 2020, these being a former Western Welsh AEC Reliance dual purpose vehicle WKG 284 and a Bristol RESL LAX 101E new to Red & White Services. Both fully restored and operational, these vehicles have been placed on long term loan to CTPG with a view to them along with the Caerphilly Leyland PS2

which arrived in 2019 ultimately transferring to CTPG ownership.



*Joining the CTPG collection on long term loan from the Reliance Group at the end of 2020 was former Western Welsh AEC Reliance 1284 (WKG 284) with dual purpose bodywork by Willowbrook along with 1967 former Red & White ECW bodied Bristol RESL RS167 (LAX 101E).*

Space limitations resulted in the Trustees renewing authority at the AGM to dispose of two former City of Cardiff/Cardiff Bus vehicles should space no longer be available as a result of new arrivals. The vehicles concerned were Daimler Fleetline PKG 532H which was considered beyond the restoration capabilities of the group and Leyland Lynx J262 UDW an identical vehicle to already restored J267 UDW. This authority was not activated during 2020.

CTPG is fortunate to have volunteers with a wide range of skills to restore vehicles in the collection to their former glory and ensure that once restored are maintained to a high standard with safety inspections to ensure their roadworthiness and rolling road carried out by independent contractors.

Volunteers also assist with the high standard of organisation and safe running of public events to ensure the enjoyment and well-being of visitors.

Health and Safety matters are regularly discussed at Trustees meetings and investment is made in equipment for the depot to make working conditions as safe as possible for volunteers and to aid restoration of the fleet. Electrical equipment, ladders and platforms etc. are regularly tested and repaired or scrapped if found to be faulty.



**Summary of the main achievements of the charity during the year**

Due to the Covid 19 restrictions, many of which were more stringent in Wales than in other parts of the UK, "The Bus Depot" had to remain closed for much of the year except for security checks and essential maintenance. Some progress by volunteers was however possible in between lockdown periods and as a result there will be something new for visitors to see when reopening occurs. The progress made included:

**R792 DHB:** This former Stagecoach Volvo B10M was prepared for its MOT which it passed in February but due to lockdown saw no use in 2020.



**XNY 416:** This 1958 Guy Arab LUF with bodywork by Longwell Green is one of the first underfloor engine buses acquired by Aberdare UDC. Work on the body reached the point where it had received much of its exterior gloss paint by the end of the year whilst work was also progressing inside.



**Y377 GAX:** Following mechanical work and some repanelling, this former Cardiff Bus low floor Dennis Dart was beginning to receive a coat of gloss paint by the end of 2020. Once complete it will give CTPG a second wheel chair accessible bus so that those with mobility issues will be able to travel with us at events.



*Volunteers at CTPG do occasionally find time for a well earned cup of tea. Here painter Elwyn Jones is doing what he likes best.*

**CTX 396X:** Chassis corrosion on this former Cardiff Bus Bristol VRT was tackled by welding in plates. It requires some mechanical work and repainting into its original livery to complete its restoration.

**OTG 44R:** This AEC Reliance coach that was new to a small Cardiff based coach company has been away to an outside contractor for a complete engine rebuild.

**MBO 512F:** A rear hub rebuild was completed on this former City of Cardiff AEC Swift just ahead of the December lockdown but there were still mechanical jobs for our volunteer fitters to undertake before it receives some body attention and a full repaint ahead of the 120<sup>th</sup> anniversary of the commencement of council run operations in Cardiff in 2022.

**JWO 355:** The torn and tired material on the seat backs of this Bedwas & Machen 1951 AEC Regal III has been replaced.



**C101 HKG:** This 1985 Ford Transit returned from repaint by Stagecoach early in the year underlining the good relationship enjoyed with a number of current bus operators in the area.



The good relationship CTPG enjoyed with present day operators can also be illustrated by the donation of obsolete Dennis Dart spares to the group by Cardiff Bus.

The relationship with Vale of Glamorgan Council, owners of Barry Bus Depot, also remains good.

CTPG wishes to record its gratitude to those organisations who have kindly assisted during the year.

New arrivals and restorations ensure there is "something new" to attract visitors back to "The Bus Depot" to view progress.

Membership numbers remained fairly consistent and stood at 188 at the end of the year. A three month extension to membership was given in the light of the limited activities taking place in 2020.

The Groups website and Facebook page continued to be well used.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The CTPG's policy is to retain reserves of £4,000 to £5,000 in the CTPG's bank account, providing a contingency for unexpected expenditure.

In addition, it has a policy of increasing its reserves with a view to eventually owning its own premises.



Details of any funds materially in deficit

None.

#### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funds is from donations and rental income from owners of other heritage vehicles parked at the Group's premises, these vehicles are available for display to the general public enhancing the experience for visitors. Other income sources include members subscriptions and the sale of books, models and other memorabilia not required by the charity from its sales stand at events.

### Section F

#### Other optional information


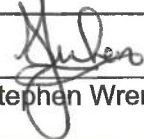
None.

### Section G

#### Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Michael Taylor	Stephen Wren
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	5/9/21	

**Cardiff Transport Preservation Group**  
**Income & Expenditure for year end 31st December 2020**

<b>INCOME</b>	<b>2020</b>	<b>2020</b>	<b>2019</b>	<b>2019</b>
	£	£	£	£
Rents Received		47,549		41,425
Members' Subscriptions/ Donations		3,946		4,705
Members Donations to specific vehicles		1,832		10,862
Donations		1000		17,310
Benefactor from Will		0		2,500
Monthly Meeting Collections		98		634
		<b>54,225</b>		<b>77,436</b>
<b>CTPG Events</b>				
Stall Fees	0		740	
Sponsorship	0		460	
Sales Stall	0		2,780	
Catering	0		1,233	
Donations	0		560	
Programme sales	0		1,320	
Misc income	0		128	
Adjustment				
Income from Other Events	0		982	
CTPG Rally /Event Income Total	0		8,203	
Less Event Direct costs			(3,036)	
Net Rally event income		<b>0</b>		<b>5,167</b>
Other Sales -Stall at other Rallies	0		470	
Other Sales /income	1,450		5,866	
Gift Aid	7,723		222	
Covid Grant	5,000			
Other sales Scrap	207		3,419	
Interest	20		17	
Sub Total Other income		<b>14,400</b>		<b>9,995</b>
<b>Total Income</b>		<b>68,825</b>		<b>92,598</b>

## Expenditure

	2020	2020	2019	2019
	£	£	£	£
<b>Assets</b>				
Asset Purchase - Vehicles	1,500		4,750	
Asset Purchase -- Power tools, higher value e	0		1,668	
Asset Purchase -- collectables	352		0	
Asset Purchase Rally stall Stock	0		307	
		1,852		6,725
<b>General Expenditure</b>				
Professional Subscriptions	72		97	
Hire of Room (includes catering)	80		187	
Bustler Magazine Print	709		413	
Stall Insurance			35	
Miscellaneous & petty cash	50		641	
Stamps	83		153	
Advertising	179			
		1173		1526
<b>Vehicle costs</b>				
Vehicles -Excise Duty	211		815	
Less Refunds	(23)		(276)	
Vehicle consumables	504		279	
Vehicles -Parts and Repairs	7,458		12,667	
Vehicles Repairs Restoration External contrac	12,309		12,342	
Vehicles- Transportation/ recovery	700		2,100	
Vehicles fuel	1,188		1,585	
Vehicles-Insurance	1,670		3,075	
Vehicles -Insurance Refunds	(265)		(412)	
		23,751		32,176
<b>Depot costs</b>				
Depot Move costs	-		15,486	
Public Liability Insurance	6,947		5,513	
Depot -Rent	2,000		2,000	
Depot-Consumables	1,976		1,398	
Depot's-Electricity	987		1,505	
Depot -Water	198		882	
Depot - Building Repairs	2,092		1,408	
		14,200		28,192
<b>Total Expenditure</b>		<b>40,976</b>		<b>68,619</b>
<b>Surplus</b>		<b>27,849</b>		<b>23,979</b>
<b>Total Expenditure</b>		<b>68,825</b>		<b>92,598</b>





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cardiff Transport Preservation Group

On accounts for the year  
ended

31 December 2020

Charity no  
(if any)

1063157

Set out on pages

1,2-----

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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 2011 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities 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 in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

17/06/2021

Name:

Emlyn Huish

Relevant professional  
qualification(s) or body

Associate of the Chartered Institute of Bankers

(if any):

Address:

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

I am satisfied that the published Income & Expenditure and Balance Sheet figures give a true representation of the finances of the Cardiff Transport Preservation Group