



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1 January 2021

To 31 December 2021

Charity name: Cardiff Transport Preservation Group (CTPG)

Charity registration number: 1063157

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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 in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Covid 19 pandemic and the uncertainty regarding the stop/go nature of restrictions regrettably resulted in no public events again being held in 2021. However, with relaxed restrictions, volunteers were able to continue with the restoration and maintenance of the collection in readiness for events planned for 2022 including the 120th anniversary of the commencement of municipal transport in Cardiff.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have regard for Section 17(5) of the Charities Act and Charities (Reports and Accounts) Regulations 2008 ensuring that, in 2022 when events can resume, they are for the benefit of the public. There is no admission charge to any of the events held, making them accessible and affordable to all. Events are well promoted in the local area resulting in substantial visitor numbers of all age groups enhancing the knowledge of the general public into the history of local public transport.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	There are no paid staff employed by CTPG and the restoration and maintenance of its vehicles is therefore carried out in the main by volunteers who regularly give up their time free of charge so that its large collection of buses is well presented for the general public to view and travel on. Volunteers similarly are involved in activities such as the maintenance of its archive and the production of publicity and publications to increase public awareness.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Whilst with no public events held during 2021 it had not been possible to showcase the collection to the general public, volunteers have been busy during 2021 restoring further exhibits for people to see in 2022. The collection illustrates many of the developments that have occurred to bus design over the years and also the changes in the structure of the industry brought about largely by political changes in policy. The archive collection also shows how technology has moved forward in things such as ticketing and ticket machines for example. Much of this history would be lost without the work of CTPG.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>A 1973 former Merthyr Tydfil Borough Council Bristol RE single decker was purchased. The vehicle is in good condition and once repainted into Merthyr colours will fill an important gap in the collection.</p> <p>A 1949 ex Red & White Services Guy Arab double decker has been gifted to the charity by its former owners who are CTPG members. The vehicle has been housed with the CTPG collection for a number of years and the transfer of ownership secures its long term future for the public to see in South Wales.</p> <p>Progress has been achieved with the completion of the restoration former Cardiff Bus 2001 Dennis Dart low floor single decker. This bus is accessible to wheel chair and other visitors with mobility issues therefore making free bus rides accessible to a wider audience.</p> <p>Work continued on other important vehicles in the collection including a 1944 Bristol K double decker new to Pontypridd UDC which is being restored retrospectively to its original wartime condition with wooden slat seats.</p> <p>Another of the vehicles to see continued restoration is a 1958 Guy Arab single decker new to Aberdare UDC, this being the only vehicle in the collection new to that undertaking. The repaint has included period exterior advertisements.</p> <p>A 1958 Leyland Tiger Cub single decker new to the then family owner business of Jones of Aberbeeg has received an engine rebuild by an outside contractor to enable it to once again join the operational fleet.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Fundraising during 2021 exceeded expenditure enabling the collection to be enhanced for the benefit of visitors.</p>
Investment performance against objectives	Para 1.41	<p>The achievement listed above indicate investment has enabled objectives to be met.</p>

Other		Good working relationships continued to exist with Vale of Glamorgan Council and major bus operators in the area.
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity stood in a healthy financial position at the end of 2021. Members donations had increased during the year in response to an appeal for funds to assist with the relocation from its secondary site at Barry Dock to Llandow and the anticipated outlay required to bring the new site up to the required standard.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The CTPG's policy is to retain reserves of £4,000 to £5,000 in its bank account as a contingency for unexpected expenditure. In addition, it has a policy of increasing its reserves with a view to eventually owning its own premises.
Amount of reserves held	Para 1.22	Bank balances at the end of 2021 stood at £131,137
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of funds is from donations which increased during 2021 due to special appeal, see above, and from rental income from owners of other heritage vehicles parked at the Group's premises. Many of these vehicles are available for display to the general public enhancing the experience for visitors. Other income sources include members subscriptions. Sale of transport related books, models, photographs and other memorabilia not required by the Charity will also return to being source of income when events resume.
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Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>The investment policy is to spend money carefully on items that will enhance the collection and on the maintenance and restoration of the collection for the benefit of visitors.</p> <p>In addition, funds have to be made available to maintain the buildings in which the collection is housed to safeguard its future.</p> <p>Some funds are required to repair or replace tools and equipment used by volunteers for their safety.</p>
A description of the principal risks facing the charity	Para 1.46	<p>The greatest long term financial risk to the Charity is seen to be the housing of the collection at an affordable price. There is not seen to be any short term risk but if funds can eventually be found to purchase property, this would give greater security.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association or Group
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	By the General Body of Members at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	There were no new Trustees appointed in 2021.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There were four Trustees' Meetings held during 2021. The Annual General Meeting took place on Saturday 31 July 2021, deferred from January due to the Covid 19 pandemic.
Relationship with any related parties	Para 1.51	The Charity is affiliated to the National Association of Road Transport Museums (NARTM) 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.
Other		

Reference and Administrative details

Charity name	Cardiff Transport Preservation Group
Other name the charity uses	CTPG
Registered charity number	1063157
Charity's principal address	24 Warren Drive CAERPHILLY 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	Michael Taylor	Chair		Membership of CTPG
2	Richard Johnson	Treasurer		Membership of CTPG
3	Stephen Wren	Secretary		Membership of CTPG
4	Martyn Evans	Depot Supervisor		Membership of CTPG
5	Clive Williams	Membership Secretary		Membership of CTPG
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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N/A		

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A


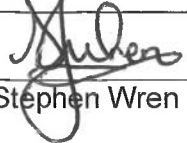
Other optional information

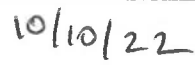
N/A

Declarations

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 

Cardiff Transport Preservation Group

Income & Expenditure for year end 31st December 2021

INCOME	2021 £	2020 £	EXPENDITURE	2021 £	2020 £
Rents Received	43,597	47,549	Assets		
Members' Subscriptions/ Donations	5,340	3,946	Asset Purchase - Vehicles	8,000	1,500
Members Donations to specific vehicles	2,862	1,832	Asset Purchase -- Power tools, higher value	4,439	-
Donations	20,528	1,000	Asset Purchase -- collectables	247	352
Benefactor from Will	-	-	Asset Purchase Rally stall Stock	300	-
Monthly Meeting Collections	38	98	Sub Total Assets	12,986	1,852
	72,365	54,425	General Expenditure		
Event Income			Professional Subscriptions	50	72
CTPG Events	0	0	Hire of Room (includes catering)	0	80
Income from Other Events	0	0	Bustler Magazine	532	709
Events Total	0	0	Stall Insurance	0	-
			Miscellaneous & petty cash	0	50
Other Income			Stamps	35	83
Other Sales /income	15,183	1,450	Advertising	167	179
Gift Aid	1,162	7,723	Sub Total General Expenditure	783	1,173
Covid Grant	0	5,000	Vehicle costs		
Sales of Scrap	7,391	207	Vehicles -Excise Duty	165	211
Interest	9	20	Less Refunds	-	(23)
Loan	5,000	0	Vehicle consumables	1,290	504
Refunds on Insurance	246	265	Vehicles -Parts and Repairs	4,894	7,458
Sub Total Other income	28,991	14,665	Vehicles Repairs Restoration External contra	11,310	12,309
			Vehicles- Transportation/ recovery	1,900	700
			Vehicles fuel	179	1,188
			Vehicles-Insurance	1,979	1,670
			Sub Total Vehicle costs	21,718	24,017
			Depot costs		
			Depot Move costs	4,840	0
			Public Liability Insurance	5,309	6947
			Depot -Rent	2,100	2000
			Depot-Consumables	818	1976
			Depot's-Electricity	689	987
			Depot -Water	270	198
			Depot - Building Repairs	2,292	2092
			Sub Total Depot Costs	16,319	14,200
			Total Expenditure	51,805	41,242
			Surplus	49,551	27,848
Total	101,356	69,090	Total	101,356	69,090



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Cardiff Transport Preservation Group

On accounts for the year
ended

31 December 2021

Charity no
(if any)

1063157

Set out on pages

1,2-----

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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:

18 July 2022

Name:

Emlyn Huish

Relevant professional
qualification(s) or body

Associate of the Chartered Institute of Bankers

(if any):

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Address:

20 Nant y Felin

Efail Isaf

CF38 1YY

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 of the Cardiff Transport Preservation Group give a true representation of its finances as at 31 December 2021