



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 01.01.2023 **Period start date** **To: 31.12.2023** **Period end date**

Charity name: Cardiff Transport Preservation Group

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 advance the education of the public by increasing knowledge and interest in all aspects of the Transport Heritage of the area of benefit.
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	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 and learn from.
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 (Reports and Accounts) Regulations 2008 ensuring that the activities and the events held are for the benefit of the public. There is no admission charge to view the collection on display at the former bus garage in Barry, nor for events organised at which the public can also sample travel on vehicles from the past, thereby making the activities accessible and affordable to all. Events are well publicised in the local area resulting in substantial visitor numbers of all ages.

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 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 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	<p>2023 saw the continuation of the flagship event, the Barry Festival of Transport. Hosted jointly at the Depot and a large static event at Barry Island of our own collection joined by visiting vehicles including buses, lorries, cars and motorcycles.</p> <p>CTPG provided free bus trips for the public transporting people between the Island and the Depot. The vehicles proved as popular as ever including the open toppers which continue to capture the imagination of the public.</p> <p>In addition, we organised three other events, the Spring running day in April, Autumn Running day in September and new for this year a Twilight running day in October. This new addition gave the opportunity to run some of our historic collection into the evening giving the public a different experience. Visitor numbers to all events during 2023 would suggest they were successful and enjoyable.</p> <p>The group also attends a number of other local events and schools to support our community and help spread the word and educate on the charity's work.</p> <p>As the depot is open most days with our volunteers busy keeping the collection going, we are often joined by planned visitors, or people who just see the doors open and come in to have a look at the collection and the work being undertaken.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The objective is preserving a representative collection of buses that operated in South East Wales and making that accessible to the wider community. Given CTPG is the largest custodian of such a collection in the local area, we continue to meet that objective alongside our engagement at our own and other events.</p> <p>A number of vehicles have returned to the road and/or been displayed to the public in a restored condition for the first time.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Fundraising through our events, donations, membership and rent remain strong and sufficient for our activities.</p>
Investment performance against objectives	Para 1.41	<p>As above</p>
Other		<p>A good working relationship has continued to exist with Vale of Glamorgan Council and major bus operators in the area.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A successful year, however 2023 saw some impact from the move of premises to Llandow referenced in the 2022 report.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	CTPGs 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 where possible with a view to eventually owning its own premises.
Amount of reserves held	Para 1.22	Bank balances at the end of 2023 stood at £95,031.
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	<p>The largest source of funds is rental from the owners of other heritage vehicles garaged on the Group's premises. Many of these vehicles are available for display to the general public thereby enhancing the experience of visitors.</p> <p>Other income sources include donations, members' subscriptions and the sale of transport related books, models and other memorabilia not required by the Charity.</p>
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 materials required for 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 which house the collection to safeguard it for the future.</p> <p>Some funds are also essential to maintain, repair or replace tools and equipment used by the 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 a short term risk but if funds can eventually be found to purchase property, this would give much greater security.</p> <p>One other risk is the ability to continue to give people the opportunity to experience travelling on the vehicles or to be able to show them other than at the main premises due to the long term availability of fuel as a result of the environmental concerns regarding the use of fossil fuels.</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 in 2023.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Four Trustees' Meetings were held in 2023 in addition to the Annual General Meeting.</p> <p>In addition, Trustees regularly discuss business through the exchange of email.</p>

Relationship with any related parties	Para 1.51	<p>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.</p> <p>It is also affiliated to the Federation of British Historic Vehicle Clubs (FBHVC) to whom CTPG can call upon for advice if required.</p>
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	Mike Taylor	Chair		CTPG
2	Steve Wren	Secretary		CTPG
3	Richard Johnson	Treasurer		CTPG
4	Clive Williams	Membership Sec		CTPG
5	Martyn Evans	Depot Supervisor		CTPG

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
N/A		

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

N/A

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	Carl Wren
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	31/10/24	

Cardiff Transport Preservation Group

Income & Expenditure for year end 31st December 2023

INCOME	2023 £	2022 £
Rents Received	44,565	43,562
Members' Subscriptions/ Donations	5,490	7,292
Members Donations to specific vehicles	1,467	1,482
Donations	6,800	7,997
Monthly Meeting Collections	259	142
Sub Total General Income	58,580	60,475
Event Income		
CTPG Events	10,191	4,127
Income from Other Events	309	3,221
Events Total	10,501	7,348
Other Income		
Other Sales /income	3,609	5,165
Gift Aid	2,280	6,344
Sales of Scrap	281	1,099
Interest	818	50
Refunds on Insurance	151	946
Refund of Bond	-	2,000
Sub Total Other income	7,138	15,604
Total	76,219	83,427

EXPENDITURE	2023 £	2022 £
Assets		
Asset Purchase - Vehicles	5,650	-
Asset Purchase -- Power tools, higher value	2,729	826
Asset Purchase -- collectables	68	757
Asset Purchase Rally stall Stock	-	925
Sub Total Assets	8,447	2,508
General Expenditure		
Professional Subscriptions	25	25
Hire of Room (includes catering)	120	60
Bustler Magazine	409	575
Miscellaneous & petty cash	26	0
Stamps		162
Funeral Donation	0	100
Sub Total General Expenditure	580	922
Event Expenditure		
Printing	680	238
Advertising	480	160
Fuel	736	914
Other Event costs	972	208
Sub Total Event Expenditure	2,867	1,520
Vehicle costs		
Vehicles -Excise Duty	1,526	709
Less Refunds	(269)	(219)
Vehicle consumables	1,989	1,691
Vehicles -Parts and Repairs	11,719	5,890
Vehicles Repairs Restoration External costs	4,205	4,459
Vehicles- Transportation/ recovery	-	700
Additional Towing Fees	-	3,300
Vehicles fuel	1,196	1,615
Vehicles-Insurance	3,405	3,746
Sub Total Vehicle costs	23,770	21,891
Depot costs		
Llandow / Depot move costs	41,153	72,506
Public Liability Insurance	4,130	3,902
Depot -Rent	2,000	2,233
Depot-Consumables	1,835	1,452
Depot's-Electricity	1,473	1,099
Depot -Water	450	198
Depot - Building Repairs & Asset Maintenance	495	324
Sub Total Depot Costs	51,536	81,714
Total Expenditure	87,200	108,555
Surplus (loss)	- 10,980	- 25,128
Total	76,219	83,427



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

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 2023

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 31 December 2023.

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:

08 August 2024

Name:

Emlyn Huish

Relevant professional
qualification(s) or body

Associate of the Chartered Institute of Bankers

(if any):

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 2023