

Charity number: 1076729  
Company number: 03620232  
(England and Wales)

WATBus

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 December 2020

WATBus  
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For the year ended 31 December 2020

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WATBus  
Report of the Trustees  
For the year ended 31 December 2020

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 December 2020. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019).

WATBus  
Report of the Trustees Continued  
For the year ended 31 December 2020

**Chair's report**

**WATBus/WATBike Overview of 2020**

This year 2020, WATBus/WATBike has faced challenging circumstances, however the Charity has continued steady throughout the dreadful year experienced by the whole of the world in the form of the pandemic Covid-19. Initially working from home, staff corresponded via email, zoom meetings & social media.

WATBus is a registered charity, a company limited by guarantee, and a social enterprise, managed by a trustee board of volunteers.

WATBus is a community-based organisation, providing minibus transport to people throughout Northumberland, Newcastle & Gateshead. As our organisation is based in an area of high deprivation, where there are currently no rail link facilities, along with decreasing public bus services to rural parts of the county, an affordable means of passenger transport is vital for all vulnerable and isolated people to help them lead an independent life ~ offering a door-to-door service.

WATBus works with voluntary and statutory sectors to help achieve our objectives which have, as always, endeavoured to remain true to our original goals by remaining a safe, affordable, and user-friendly community transport service for individuals & all community groups. The decision to tender for SEN home to school contracts with Northumberland County Council, was taken to enable WATBus to cover our core costs, expand our service and help us to provide low-cost community transport.

**Trustees:** Our Volunteer Trustees take responsibility for assessing any major risks and establishing systems to mitigate those risks, which may have an adverse effect on the company's abilities to pursue our aims to which WATBus may become exposed to. The Trustees continue to review & monitor these risks.

**Management Team:** The day-to-day management of the organisation is run by a professional team who meet with the Trustees reporting monthly in the first instance. Regular informal meetings are encouraged and for any significant issues as the need arises.

**Accountants:** Due to significant growth of our business and choosing to use local businesses & services as part of our ethos, WATBus use local based accountants NATA Ltd, based in Ashington.

**Reserves Policy:** As WATBus continues to grow we have adopted a Reserves Policy. In line with Charity Commission guidelines, WATBus will endeavour to maintain reserves equivalent to three months operating expenditure to safeguard existing activities. Based upon our 2020 Accounts this figure is £87,347.

The Charity is working hard to ensure these objectives are met and will be reviewed by the Trustees on a regular basis with the objective to increase the reserves policy from its current level whilst ensuring there is sufficient funds to expand and grow.

WATBus ~ celebrates 22 years in operation:

Our Transport Manager (Barry Armstrong) continues to maintain & build up the WATBus minibus fleet. During this difficult period Barry liaised with NCC organising weekly food deliveries for students & offered assistance to be "on-call" for any requests to use our resources/transport, whilst schools were closed. Many of our local regular community groups & customers, who normally rely on our minibuses to help them enjoy an independent life and to get out & about have been socially isolating & following Government guidelines not to travel, so the fleet has been partly "mothballed" during most of 2020.

One of our regular 2 weekly run, the Newbiggin Nipper was cancelled for the 1st time since October 2010!

WATBus took advantage of the Government scheme to furlough some staff during the period of the pandemic, which allowed us to keep jobs secure and to safeguard the future of WATBus.

WATBus still retains strong working links with local business & community groups, using local independent suppliers of goods including garage services & stationery suppliers.

We would like to take this opportunity to thank the following funders & organisations for their help and support in 2020.

- The National Lottery Community Fund ~ Caring in the community £10,000.
- The Community Foundation (The Linden Family Trust Fund) £10,000
- UK for Cycling Club Activities £1,000
- Big Bike Revival £3,000
- NCC Covid-19 Business Grant for Support for Covid-19 £10,000
- NCC Community Chest ~ Covid 19 for ICT £3,700
- National Lottery Community Fund Community Cycling and Covid Plan £40,800



**WATBus**  
**Report of the Trustees Continued**  
**For the year ended 31 December 2020**

WATBike celebrates its 10th birthday:

Cycle Development Manager (Claire Blake) is continuing to promote WATBike's services around the region and beyond. The year presented a lot of challenges, with cycle transport and guided rides not able to take place ~ not the way we might have hoped to celebrate our 10th birthday. Working even harder during lock down the cycling hub & workshop was inundated with the need for cycles in which we sold over 200 refurbished bikes, and over the summer receiving more than 20 bikes a week for service and repair. Claire continues to develop WATBike's cycling business over the next two years, in line with our funding received from the National Lottery. We secured further funding from the National Lottery to support cycling for beginners and were able to run coaching sessions every Friday and Saturday from various locations around the North East before the autumn lockdown. Indications are that the love of cycling is set to continue into 2021, so it looks like another busy year for the team.

Chair's special thanks:

Our dedicated team of volunteers at WATBus/WATBike, have been mainly stood down during most of 2020. These volunteers generously give their valuable time for people in need of our services, and we are indebted to them ~ our Board of Trustees are always looking for people with specific skill sets to help manage our Charity. My thanks & praise are also extended to the Board of Trustees and paid members of staff for continuing in their roles despite the pandemic to ensure delivery of our excellent service.

Finally, I would like to thank our all our wonderful customers, albeit a difficult year for travel and we look forward to re-establishing contact with them all and to continue with their help to make 2021 a good one.

WATBus strives to build a sustainable base underpinning our community transport objectives. We continue to look for ways to lower our carbon footprint, increase our income, improve our efficiency & reduce our costs, whilst always putting the community & our customers first.

Les J Kidd ~ Chair

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

## **REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>Name of Charity</b>	WATBus
<b>Charity registration number</b>	1076729
<b>Company registration number</b>	03620232
<b>Principal address</b>	Wansbeck Workspace, Wansbeck Business Park, Rotary Parkway Ashington Northumberland NE63 8QZ

### **Trustees**

The trustees and officers serving during the year and since the year end were as follows:

Mr Les J Kidd  
Mr Alistair Wade  
Mr James Davenport  
Mr John Wakenshaw

### **Senior management**

Mr Les J Kidd (Chair)  
Alistair Wade  
James Davenport  
John Wakenshaw

WATBus  
Report of the Trustees Continued  
For the year ended 31 December 2020

**Independent examiners**

Northumberland Accountants & Tax Advisers Ltd  
Ashington Workspace  
Lintonville Parkway  
Ashington  
Northumberland  
NE63 9JZ

**Bankers**

Cafcash Limited  
Kings Hill  
West Maling  
Kent  
ME19 4TA

Approved by the Board of Trustees and signed on its behalf by



.....  
Mr Les J Kidd

14 May 2021

WATBus  
Independent Examiners Report to the Trustees  
For the year ended 31 December 2020

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiners statement**

Since the Charitable company's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by virtue of my membership of Association of Accounting Technicians, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

*Northumberland Accountants & Tax Advisers Ltd*

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Mrs Bobbie Brown  
FMAAT  
Northumberland Accountants & Tax Advisers Ltd  
Ashington Workspace  
Lintonville Parkway  
Ashington  
Northumberland  
NE63 9JZ

14 May 2021

**WATBus**  
**Statement of Financial Activities (including Income and Expenditure Account)**  
**For the year ended 31 December 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 £	2019 £
<b>Income and endowments from:</b>					
Donations and legacies	2	56,493	90,751	147,244	147,689
Other trading activities	3	283,379	-	283,379	309,832
Investments	4	54	-	54	359
<b>Total</b>		<b>339,926</b>	<b>90,751</b>	<b>430,677</b>	<b>457,880</b>
<b>Expenditure on:</b>					
Charitable activities	5/6	(284,767)	(64,621)	(349,388)	(389,060)
<b>Total</b>		<b>(284,767)</b>	<b>(64,621)</b>	<b>(349,388)</b>	<b>(389,060)</b>
<b>Net income</b>		<b>55,159</b>	<b>26,130</b>	<b>81,289</b>	<b>68,820</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		176,212	-	176,212	107,392
<b>Total funds carried forward</b>		<b>231,371</b>	<b>26,130</b>	<b>257,501</b>	<b>176,212</b>

*John Smith, Director*




WATBus  
Statement of Financial Position  
As at 31 December 2020

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	10	104,953	135,715
		<b>104,953</b>	<b>135,715</b>
<b>Current assets</b>			
Debtors	11	17,116	1,908
Cash at bank and in hand		143,530	50,378
		<b>160,646</b>	<b>52,286</b>
<b>Creditors: amounts falling due within one year</b>	12	(8,098)	210
<b>Net current assets</b>		<b>152,548</b>	<b>52,496</b>
<b>Total assets less current liabilities</b>		<b>257,501</b>	<b>188,211</b>
<b>Creditors: amounts falling due after more than one year</b>	13	-	(11,999)
<b>Net assets</b>		<b>257,501</b>	<b>176,212</b>
<b>The funds of the charity</b>			
Restricted income funds		26,130	62,722
Unrestricted income funds	14	231,371	113,490
<b>Total funds</b>		<b>257,501</b>	<b>176,212</b>

For the year ended 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:



Mr Les J Kidd  
Trustee

14 May 2021

WATBus  
Notes to the Financial Statements  
For the year ended 31 December 2020

## 1. Accounting Policies

### Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

WATBus meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### Going concern

### Funds

The Charity holds both restricted and unrestricted funds:

- Unrestricted funds for general overhead costs
- Restricted funds are ring-fenced for specific purposes as laid down by the donors, and not available to be used for any other purpose.

During this accounting period, the Charity has received £90,751 in restricted funding, broken down below

- £86,051 National Lottery and was ringfenced for projects at WatBike at Kirley with £40,800 for Community Cycling and the Covid Plan
- £1,000 from Cycling UK for cycling club activities
- £3,700 from NCC Community Chest for ICT for delivery MiDAS training during COVID-19

Within the unrestricted funds, the Charity also aims to hold 3 months ring-fenced funds as part of its reserves policy which has been implemented in this accounting period, as per the Chair's report.

### Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Operating Income for WATBus is derived from the provision of minibus services to local groups and charities.

Operating Income for WATBike is derived from cycle and cycle parts sales and servicing, cycle trips and providing transport and support services for cyclists doing cycle events and challenge rides around the North East.

### Taxation

The charitable company is exempt from corporation tax on its charitable activities.

### Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Modular Building	33% Straight line
Bike equipment	25% Reducing balance
Computer Equipment	15% Reducing balance
Motor Vehicles	25% Reducing balance
Fixtures and Fittings	15% Straight line

WATBus  
Notes to the Financial Statements Continued  
For the year ended 31 December 2020

**Finance leases**

The finance element of the rental payment is charged to the Statement of Financial Activities on a straight line basis.

**Irrecoverable VAT**

Irrecoverable VAT is included in the Statement of Financial Activities, and is reported as part of the expenditure to which it relates.

**2. Income from donations and legacies**

	Unrestricted funds	Restricted funds	2020	2019
	£	£	£	£
Donations received	56,493	90,751	147,244	147,689
	<b>56,493</b>	<b>90,751</b>	<b>147,244</b>	<b>147,689</b>

**3. Income earned from other activities**

	2020	2019
	£	£
<b>Unrestricted funds</b>		
WATBus operating income	230,026	237,381
WATBike operating income	53,353	72,151
Sale of Assets	-	300
	<b>283,379</b>	<b>309,832</b>

**4. Investment income**

	2020	2019
	£	£
<b>Unrestricted funds</b>		
Bank interest receivable	54	359
	<b>54</b>	<b>359</b>

**5. Costs of charitable activities by fund type**

	Unrestricted funds	Restricted funds	2020	2019
	£	£	£	£
WATBus activities	212,985	1,205	214,190	228,696
WATBike activities	30,984	60,921	91,905	90,658
Support costs	40,798	2,495	43,293	69,706
	<b>284,767</b>	<b>64,621</b>	<b>349,388</b>	<b>389,060</b>

WATBus  
Notes to the Financial Statements Continued  
For the year ended 31 December 2020

6. Costs of charitable activities by activity type

	Activities undertaken directly	Support costs	2020	2019
	£	£	£	£
<b>Support costs</b>				
WATBus activities	214,190	9,543	223,733	240,665
WATBike activities	91,905	-	91,905	90,658
General overhead and support costs	-	11,710	11,710	19,940
General overhead and support costs	-	22,040	22,040	37,797
	<b>306,095</b>	<b>43,293</b>	<b>349,388</b>	<b>389,060</b>

7. Analysis of support costs

	2020	2019
	£	£
<b>General overhead and support costs</b>		
Advertising and Marketing	11,710	19,940
Governance costs	31,583	49,766
	<b>43,293</b>	<b>69,706</b>

8. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation of owned fixed assets	45,291	46,552
Depreciation of assets held under hire purchase agreements	2,765	7,776
Accountancy fees	4,094	3,490
Auditor's fees	6,739	1,073
Trustees' pension contributions	-	1,139
Staff pension contributions	-	1,139
(Gain)/Loss on foreign currency translation	-	(30)
(Gain)/Loss on disposal of tangible fixed assets	-	4,025



WATBus  
Notes to the Financial Statements Continued  
For the year ended 31 December 2020

**9. Staff costs and emoluments**

Total staff costs for the year ended 31 December 2020 were:

	2020 £	2019 £
Salaries and wages	165,084	150,939
Social security costs	11,650	31,311
Pension costs	-	1,139
	<u>176,734</u>	<u>183,389</u>

	2020	2019
Employees FTE	5	5
	<u>5</u>	<u>5</u>

**10. Tangible fixed assets**

Cost or valuation	Modular Building £	Bike equipment £	Motor Vehicles £	Computer Equipment £	Total £
At 01 January 2020	59,999	33,280	511,706	18,554	623,539
Additions	-	14,800	-	2,495	17,294
At 31 December 2020	<u>59,999</u>	<u>48,080</u>	<u>511,706</u>	<u>21,048</u>	<u>640,833</u>
<b>Depreciation</b>					
At 01 January 2020	20,000	28,281	425,739	13,804	487,824
Charge for year	20,000	4,950	22,019	1,087	48,056
At 31 December 2020	<u>40,000</u>	<u>33,231</u>	<u>447,758</u>	<u>14,891</u>	<u>535,880</u>
<b>Net book values</b>					
At 31 December 2020	<u>19,999</u>	<u>14,849</u>	<u>63,948</u>	<u>6,157</u>	<u>104,953</u>
At 31 December 2019	<u>39,999</u>	<u>4,999</u>	<u>85,967</u>	<u>4,750</u>	<u>135,715</u>

**11. Debtors**

	2020 £	2019 £
<b>Amounts due within one year:</b>		
Trade debtors	15,304	720
Prepayments and accrued income	1,812	1,188
	<u>17,116</u>	<u>1,908</u>

WATBus  
Notes to the Financial Statements Continued  
For the year ended 31 December 2020

12. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	5,816	768
Other creditors	(356)	(3,806)
Accruals and deferred income	2,638	2,828
	<u>8,098</u>	<u>(210)</u>

13. Creditors: amounts falling due after more than one year

	2020	2019
	£	£
Other creditors	-	11,999
	<u>-</u>	<u>11,999</u>

14. Movement in funds

Unrestricted Funds

	Balance at 01/01/2020	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2020
	£	£	£	£	£
<i>General</i>					
Unrestricted Funds	176,212	339,926	(284,767)	-	231,371
	<u>176,212</u>	<u>339,926</u>	<u>(284,767)</u>	<u>-</u>	<u>231,371</u>

Unrestricted Funds - Previous year

	Balance at 01/01/2019	Incoming resources	Outgoing resources	Transfers	Balance at 31/12/2019
	£	£	£	£	£
<i>General</i>					
Unrestricted Funds	58,672	326,191	(320,093)	48,720	113,490
	<u>58,672</u>	<u>326,191</u>	<u>(320,093)</u>	<u>48,720</u>	<u>113,490</u>

Purpose of unrestricted Funds

Unrestricted Funds

Unrestricted funds are general funds used to cover general overheads such as rent, insurance and telephone expenses.

WATBus  
Notes to the Financial Statements Continued  
For the year ended 31 December 2020

15. Analysis of net assets between funds

	Tangible fixed assets £	Net current assets / (liabilities) £	Creditors > one year £	Net Assets £
<b>Unrestricted funds</b>				
<i>General</i>				
Unrestricted Funds	104,953	126,418	-	231,371
<b>Restricted funds</b>				
Restricted Funds	-	26,130	-	26,130
	<b>104,953</b>	<b>152,548</b>	<b>-</b>	<b>257,501</b>

Previous year

	Tangible fixed assets £	Net current assets / (liabilities) £	Creditors > one year £	Net Assets £
<b>Unrestricted funds</b>				
<i>General</i>				
Unrestricted Funds	45,966	79,523	(11,999)	113,490
<b>Restricted funds</b>				
Restricted Funds	89,749	(27,027)	-	62,722
	<b>135,715</b>	<b>52,496</b>	<b>(11,999)</b>	<b>176,212</b>

WATBus  
Detailed Statement of Financial Activities  
For the year ended 31 December 2020

	2020	2019
	£	£
<b>INCOME AND ENDOWMENT</b>		
<b>Donations and legacies</b>		
Grants and Donations - Unrestricted Funds	147,244	147,689
	<b>147,244</b>	<b>147,689</b>
<b>Other trading activities</b>		
Income from WATBus operating income	230,026	237,381
Income from WATBike operating income	53,353	72,151
Income from Sale of Assets	-	300
	<b>283,379</b>	<b>309,832</b>
<b>Investments</b>		
Bank interest receivable	54	359
	<b>54</b>	<b>359</b>
<b>Total incoming resources</b>	<b>430,677</b>	<b>457,880</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
WATBus vehicle running costs (WATBus activities)	(214,190)	(228,696)
WATBike expenditure (WATBike activities)	(91,905)	(90,658)
	<b>(306,095)</b>	<b>(319,354)</b>
<b>SUPPORT COSTS</b>		
<b>Advertising and Marketing</b>		
Advertising and Marketing (General overhead and support costs)	(11,710)	(19,940)
	<b>(11,710)</b>	<b>(19,940)</b>
<b>Governance costs</b>		
Governance costs (WATBus activities)	(9,543)	(11,969)
Governance costs (General overhead and support costs)	(22,040)	(37,797)
	<b>(31,583)</b>	<b>(49,766)</b>
<b>Total resources expended</b>	<b>(349,388)</b>	<b>(389,060)</b>
<b>Net Income</b>	<b>81,289</b>	<b>68,820</b>