

COMPANY REGISTRATION NUMBER: 03924074  
CHARITY REGISTRATION NUMBER: 1081117

**North Norfolk Community Transport  
Company Limited by Guarantee  
Unaudited financial statements  
31 March 2021**

# **North Norfolk Community Transport**

**Company Limited by Guarantee**

## **Financial statements**

**Year ended 31 March 2021**

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# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report)**

**Year ended 31 March 2021**

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Charity Statement of Recommended Practice applicable in the UK and Republic of Ireland (SORP) published in October 2019.

#### **Reference and administrative details**

<b>Registered charity name</b>	North Norfolk Community Transport
<b>Charity registration number</b>	1081117
<b>Company registration number</b>	03924074
<b>Principal office and registered office</b>	15 Cornish Way North Walsham Norfolk NR28 0AW

#### **The trustees**

The trustees who served during the year and at the date of approval were as follows:

B Youngs  
N Lloyd (Chair)  
R A Paul  
C Penfold  
J Todd  
E M Whitworth  
D W Fitzgerald (appointed 24 September 2020)  
C Wilkinson (appointed 27 May 2020)

**Key management personnel** C Abbs (CEO)

**Independent examiner** Mr Ian Barlow FCCA  
Sexty & Co  
Chartered Certified Accountants  
124 Thorpe Road  
Norwich  
Norfolk  
NR1 1R2

**Bankers** HSBC Bank plc  
18 London Street  
Norwich  
Norfolk

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 March 2021**

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#### **Objectives and activities**

The purposes of the charity, which are all for public benefit, are:-

- The development and operation of non-profit making community-based transport schemes such as Dial-a-ride, group transport, car schemes and other related modes of transport operation.
- The development and operation of a minibus-sharing scheme using the assets of member organisations, on a non-profit making basis.
- The development and administration of a community transport training programme for the benefit of the charity, its member organisations and users.
- The promotion of self-help and local participation in community transport schemes.
- The promotion of travel by public and community transport.
- The provision of assistance to those resident in the area to plan journeys by public and community transport.

The charities vision is Bringing our Communities Together and we support those in our community that do not have their own vehicle and cannot access appropriate public transport. By meeting our objectives we aim to support people in achieving the following key outcomes:

- Improved social inclusion.
- Improved physical, mental and emotional health and well-being.
- Improved independence.
- Improved confidence.

The criteria we currently use to measure our success is the number of passenger trips we undertake and the number of bookings we take for the hire of our group transport.

#### **Public benefit**

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

#### **Significance of volunteers**

Volunteers play a key role in the delivery of our Dial-a-ride services. Volunteers drive some of our minibus routes and without them we would not be able to afford to transport passengers at the levels we do currently. We are continually seeking new volunteers to help deliver and expand these services.

# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

##### **Achievements and performance**

In 2020/21 we provided a total of 4,106 trips on all our community transport services. This included 2,512 trips through Dial a ride, 708 trips for medical transport, 886 trips on our lottery funded Group Trips programme, and no trips through our minibus hire. We also continued to provide transport for two rural school runs in North Norfolk.

The start of the Coronavirus pandemic in March 2020, and subsequent lockdowns, saw large periods of time when we were unable to provide the majority of our services. We were very fortunate that funders continued to support us and enabled us to continue to pay for our staff until a time when we could restart provision.

Throughout most of the pandemic our wheelchair accessible transport to medical appointments continued. We saw a reduction in trips as the hospitals cancelled all non-emergency appointments but then demand increased again as the number of cases declined, and we were also able to support people to attend their covid vaccinations from January 2021 onwards.

Where we were unable to run our other services, such as Dial a Ride, we turned our attention instead to keeping people connected with their local community, whether this be through the delivery of groceries, dropping off prescriptions, or just by calling on the phone and helping to alleviate loneliness experienced during long periods of shielding and self-isolation.

In November 2020 we were delighted to welcome our first electric vehicle into our fleet, helping us build capacity in our accessible car service and helping take greater numbers of bookings for medical transport.

##### **Financial review**

The Statement of Financial Activities for the year is set out on page 7 of the financial statements. A summary of the financial results is as follows. The income for the year amounted to £377,731 (2020: £271,832). Total expenditure was £292,944 (2020: £292,723) resulting in a net surplus of £84,787 (2020: £20,891 deficit). The surplus has been added to the fund balances brought forward and at the balance sheet date, total funds amounted to £281,842 (2020: £197,055).

##### **Reserves policy**

Free reserves should be maintained at a level representing what the board of trustees would consider would be a healthy position and would ensure that the organisation's core activities can continue during a period of unforeseen difficulty. A full reserves policy is maintained by the board of trustees and publicly available upon request from NNCT'S office. At the end of the current financial year reserves were as follows: restricted reserves were £3,043 (2020: £26,844), free reserves were £111,098 (2020: £48,561) and capital reserves were £167,701 (2020: £121,650).

##### **Principal funding sources**

The majority of the charity's income is from grants.

##### **Plans for future periods**

As lockdowns are lifted our services are restarting and are in as much demand as ever, with people keen to return to some sense of normality and get back out into the community. As we enter the third and final year of the lottery funding for our Group Trips programme we are looking to the future and at how we might continue with and grow this project, as we are seeing greater demand for these trips than we can currently meet. Combatting loneliness and isolation will be the key objective for us going forward after the pandemic.

Our dial a ride services will be restarting, and we have taken the opportunity to review the routes and look at introducing some new ones over the next year where we believe there will be the demand. We also hope to

# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Financial review *(continued)***

restart the hire of our minibuses to other charities and voluntary groups and help them improve access to places of interest for their members too, looking at potential new collaborations with voluntary sector partners.

Our current strategic plan takes us from 2019 to 2021, so a key piece of work for the board this year is to develop our plan for 2022-24, hopefully in a post-pandemic world.

##### **Structure, governance and management**

The charity is a charitable company limited by guarantee and was incorporated on 11 February 2000. It is governed by its Memorandum and Articles of Association.

The charitable company has no share capital and is limited by guarantee. Each member is liable to contribute £1 to the assets of the company in the event of its winding up and total members may not exceed 12. At 31 March 2021 the company had 6 such members.

In the event of the charitable company being wound up with surplus funds, no member shall be entitled to participate in the distribution of this surplus. The funds remaining after settlement of all debts and liabilities will be transferred to organisations pursuing similar objectives to those of this charity.

##### **Appointment of trustees**

Trustees are appointed at a general meeting of the organisation in accordance with the Memorandum and Articles of Association. New trustees are briefed on their legal obligations as a trustee/director under charity and company law, the content on the charity's Memorandum and Articles of Association, the board of trustees and decision making process, the business plan and supporting financial plans.

The trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report and are set out on page 1. The trustees have full decision making responsibility and meet regularly.

##### **Organisational structure**

The charity is managed by the CEO, who is supported by a Community Transport Manager.

##### **Risk management**

The charity monitors its risk on an ongoing basis and has ensured that both policies and funding to mitigate these risks will be met during the financial year 2020/21. Internal risks are minimised by the implementation of procedures for authorisation of all projects and to ensure consistent and quality delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they meet the needs of the charity.

##### **Employee involvement**

In accordance with the charity's equal opportunities policy, the charity has long established fair employment practices in the recruitment, selection, retention and training of all staff. Full details of these policies are available from the charity's offices.

##### **Key management personnel pay policy**

The salary of the CEO is set by the trustees. The pay of all staff including the CEO is reviewed annually. The CEO's salary has been benchmarked against other equivalent roles within the voluntary sector in Norfolk.

# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 March 2020**

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#### **Structure, governance and management *(continued)***

##### **Independent examiner**

Mr I Barlow FCCA is willing to continue as independent examiner for the charitable company. A proposal regarding the reappointment of Mr I Barlow FCCA will be made at the forthcoming Annual General Meeting.

##### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 22/09/21 and signed on behalf of the board of trustees by:



N Lloyd (Chair)  
Trustee

# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Independent examiner's report to the trustees of North Norfolk Community Transport**

**Year ended 31 March 2021**

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I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### **Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements as 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 examiner's statement**

Since the charity'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 because I am a member of the Association of Chartered Certified Accountants (ACCA) 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 financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting 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 financial statements 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.



I. A. Barlow FCCA  
Sexty & Co  
Chartered Certified Accountants  
and Registered Auditors  
124 Thorpe Road  
Norwich  
Norfolk  
NR1 1RS

22/9/21



# North Norfolk Community Transport

Company Limited by Guarantee

## Statement of financial activities (including income and expenditure account)

Year ended 31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and legacies	5	127,427	164,928	292,355	156,163
Charitable activities	6	11,535	-	11,535	31,294
Other trading activities	7	73,774	-	73,774	84,267
Investment income	8	67	-	67	108
<b>Total income</b>		<u>212,803</u>	<u>164,928</u>	<u>377,731</u>	<u>271,832</u>
<b>Expenditure</b>					
Raising funds					
Costs of other trading activities	9	(110,763)	-	(110,763)	(129,924)
Charitable activities	10	(35,459)	(146,722)	(182,181)	(162,799)
<b>Total expenditure</b>		<u>(146,222)</u>	<u>(146,722)</u>	<u>(292,944)</u>	<u>(292,723)</u>
<b>Net expenditure before transfer of funds</b>		66,581	18,206	84,787	(20,891)
Transfers between funds		42,007	(42,007)	-	-
<b>Net movement in funds</b>		<u>108,588</u>	<u>(23,801)</u>	<u>84,787</u>	<u>(20,891)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		170,211	26,844	197,055	217,946
<b>Total funds carried forward</b>		<u>278,799</u>	<u>3,043</u>	<u>281,842</u>	<u>197,055</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 18 form part of these financial statements.

# North Norfolk Community Transport

## Company Limited by Guarantee

### Balance sheet

31 March 2021


	Note	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible fixed assets	15		167,701		121,650
<b>Current assets</b>					
Debtors	16	21,648		12,146	
Cash at bank and in hand		239,986		126,011	
		261,634		138,157	
<b>Creditors: Amounts falling due within one year</b>	17	(147,493)		(62,752)	
<b>Net current assets</b>			114,141		75,405
<b>Total assets less current liabilities</b>			281,842		197,055
<b>Funds of the charity</b>					
Restricted funds			3,043		26,844
Unrestricted funds			278,799		170,211
<b>Total charity funds</b>	19		281,842		197,055

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on 22/09/21, and are signed on behalf of the board by:

  
N Lloyd (Chair)  
Trustee

Company registration number: 03924074

The notes on pages 9 to 18 form part of these financial statements.

# **North Norfolk Community Transport**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 March 2021**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 15 Cornish Way, North Walsham, Norfolk, NR28 0AW.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006 and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

##### **Income**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Motor vehicles	- 10 to 12 years straight line basis
Equipment	- 4 years straight line basis

##### **Finance leases and hire purchase contracts**

Assets held under finance leases and hire purchase contracts are recognised in the balance sheet as assets and liabilities at the lower of the fair value of the assets and the present value of the minimum lease payments, which is determined at the inception of the lease term. Any initial direct costs of the lease are added to the amount recognised as an asset.

Lease payments are apportioned between the finance charges and reduction of the outstanding lease liability using the effective interest method. Finance charges are allocated to each period so as to produce a constant rate of interest on the remaining balance of the liability.

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

##### Employee benefits

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

#### 4. Limited by guarantee

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Other (Donations)	3,966	-	3,966
<b>Grants</b>			
Norfolk County Council	19,104	37,773	56,877
North Norfolk District Council	10,000	13,002	23,002
National Lottery Awards for All	-	39,530	39,530
Mercers	-	28,776	28,776
Victory Housing	-	2,000	2,000
Big Lottery coronavirus support	10,000	-	10,000
Norfolk Community Foundation	5,000	-	5,000
Anglian Water	5,000	-	5,000
Edward Gosling Foundation	10,000	5,000	15,000
Independent Age	15,000	-	15,000
Sheringham Shoal Fund	-	25,000	25,000
Bernard Sunley Foundation	-	5,000	5,000
Covid-19 Job Retention Scheme	16,143	-	16,143
Other grants	33,214	8,847	42,061
	<u>127,427</u>	<u>164,928</u>	<u>292,355</u>

# North Norfolk Community Transport

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

## 5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Other (Donations)	8,970	—	8,970
<b>Grants</b>			
Norfolk County Council	20,445	—	20,455
North Norfolk District Council	12,000	34,437	46,437
Parish and Towns Councils	1,510	—	1,510
National Lottery Awards for All	19,763	19,765	39,528
Edward Ghostling	—	12,388	12,388
Sobell Foundation	—	5,000	5,000
Other grants individually below £3,000	13,885	8,000	21,885
	<u>76,573</u>	<u>79,590</u>	<u>156,163</u>

## 6. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Subscriptions and fares	<u>11,535</u>	<u>11,535</u>	<u>31,294</u>	<u>31,294</u>

## 7. Other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Contracts	<u>73,774</u>	<u>73,774</u>	<u>84,267</u>	<u>84,267</u>

## 8. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Interest Receivable	<u>67</u>	<u>67</u>	<u>108</u>	<u>108</u>

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2021

#### 9. Costs of other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Contracts	59,812	59,812	70,159	70,159
Management and administration	50,951	50,951	59,765	59,765
	<u>110,763</u>	<u>110,763</u>	<u>129,924</u>	<u>129,924</u>

#### 10. Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Provision of Transport	18,365	79,230	97,595
Management and administration	15,644	67,492	83,136
Governance costs	1,450	-	1,450
	<u>35,459</u>	<u>146,722</u>	<u>182,181</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Provision of Transport	70,995	39,756	110,751
Management and administration	29,008	21,590	50,598
Governance costs	1,450	-	1,450
	<u>101,453</u>	<u>61,346</u>	<u>162,799</u>

#### 11. Analysis of governance costs

	Total Funds 2021 £	Total Funds 2020 £
Independent exam	<u>1,450</u>	<u>1,450</u>

#### 12. Net expenditure

Net expenditure is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>47,169</u>	<u>23,594</u>

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2021

#### 13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	160,500	154,483
Social security costs	9,621	7,113
Employer contributions to pension plans	2,600	2,679
	<u>172,721</u>	<u>164,275</u>

The average head count during the period was 11 (2020: 13).

No employee received employee benefits of more than £60,000 during the period.

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £40,618 (2020: £40,107).

#### 14. Trustee remuneration and expenses

During the year no remuneration or other benefits were paid to Trustees in their capacity as Trustees.

#### 15. Tangible fixed assets

	Motor vehicles £	Equipment £	Total £
<b>Cost</b>			
At 1 April 2020	265,844	7,242	273,086
Additions	93,220	-	93,220
<b>At 31 March 2021</b>	<u>359,064</u>	<u>7,242</u>	<u>366,306</u>
<b>Depreciation</b>			
At 1 April 2020	147,074	4,362	151,436
Charge for the year	45,729	1,440	47,169
<b>At 31 March 2021</b>	<u>192,803</u>	<u>5,802</u>	<u>198,605</u>
<b>Carrying amount</b>			
<b>At 31 March 2021</b>	<u>166,261</u>	<u>1,440</u>	<u>167,701</u>
At 31 March 2020	<u>118,770</u>	<u>2,880</u>	<u>121,650</u>



# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2021

#### 16. Debtors

	2021	2020
	£	£
Trade debtors	3,868	180
Prepayments and accrued income	12,349	7,995
Other debtors	5,431	3,971
	<u>21,648</u>	<u>12,146</u>

#### 17. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	8,049	6,744
Accruals and deferred income	128,222	42,957
Social security and other taxes	2,628	2,520
Obligations under finance leases and hire purchase contracts	-	6,829
Other creditors	8,594	3,704
	<u>147,493</u>	<u>62,754</u>

	2021	2020
	£	£
Deferred during the year	78,605	19,765
Deferred income carried forward	<u>78,605</u>	<u>19,765</u>

Deferred income relates to grants received in advance for the accessible car service, car scheme and making connections service.

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

#### 18. Finance leases and hire purchase contracts

The total future minimum lease payments under finance leases and hire purchase contracts are as follows:

	2021 £	2020 £
Not later than 1 year	-	6,829
	<u>-</u>	<u>6,829</u>

#### 19. Analysis of charitable funds

##### 2021

##### Unrestricted funds

	At 1 Apr 2020 £	Income £	Expenditure £	Transfers £	At 31 Mar 2021 £
General funds	48,561	212,803	(99,053)	(51,213)	111,098
Capital reserves	121,650	-	(47,169)	93,220	167,701
	<u>170,211</u>	<u>212,803</u>	<u>(146,222)</u>	<u>42,007</u>	<u>278,799</u>

##### Restricted funds

	At 1 Apr 2020 £	Income £	Expenditure £	Transfers £	At 31 Mar 2021 £
North Norfolk District Council	21,750	13,002	(31,709)	-	3,043
Edward Gostling Foundation	376	-	(376)	-	-
National Lottery Awards for All	2,718	39,530	(42,248)	-	-
Albert Hunt Trust	2,000	-	(2,000)	-	-
Electric car fund	-	43,847	(1,840)	(42,007)	-
Norfolk County Council	-	37,773	(37,773)	-	-
Mercers	-	28,776	(28,776)	-	-
Victory Housing	-	2,000	(2,000)	-	-
	<u>26,844</u>	<u>164,928</u>	<u>(146,722)</u>	<u>(42,007)</u>	<u>3,043</u>
Total funds	<u>197,055</u>	<u>377,731</u>	<u>(292,944)</u>	<u>-</u>	<u>281,842</u>

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements (continued)

#### Year ended 31 March 2021

#### 2020

##### Unrestricted funds

	At 1 Apr 2019	Income	Expenditure	Transfers	At 31 Mar 2020
	£	£	£	£	£
General funds	64,102	192,242	(231,377)	23,594	48,561
Capital reserves	145,244	-	-	(23,594)	121,650
	<u>209,346</u>	<u>192,242</u>	<u>(231,377)</u>	<u>-</u>	<u>170,211</u>

##### Restricted funds

	At 1 Apr 2019	Income	Expenditure	Transfers	At 31 Mar 2020
	£	£	£	£	£
North Norfolk District Council	-	34,437	(12,687)	-	21,750
Edward Gostling Foundation	1,152	-	(776)	-	376
National Lottery Awards for All	6,440	19,765	(23,487)	-	2,718
Geoffrey Watling	4	-	(4)	-	-
Clan Trust	1,000	-	(1,000)	-	-
The Martin Laing Foundation	4	-	(4)	-	-
Mercers	-	12,388	(12,388)	-	-
Frances Winham	-	3,000	(3,000)	-	-
Sobell Foundation	-	5,000	(5,000)	-	-
Shelroy Charitable Trust Fund	-	3,000	(3,000)	-	-
Albert Hunt Trust	-	2,000	-	-	2,000
	<u>8,600</u>	<u>79,590</u>	<u>(61,346)</u>	<u>-</u>	<u>26,844</u>
Total funds	<u>217,946</u>	<u>271,832</u>	<u>(292,723)</u>	<u>-</u>	<u>197,055</u>

In addition to other grants, including those to support Covid 19 related costs, Norfolk County Council provided £37,773 in core funding during the financial year to support the Dial a Ride service.

The Dial a Ride service was further supported by North Norfolk District Council. A grant of £12,000 was banked in December 2020, of which £6,000 applies to this year 2020-21, in addition to £6,000 carried forward from the prior year, and £6,000 received and held for the next financial year. Finally, substantial support was also provided for this service by the Mercers Charitable Foundation, that provided a grant for £28,776.

North Norfolk District Council provided further support to the Wheelchair Car Service, including grants of £22,752 recognised during or prior to 2020-2021, in addition to funds carried forward to the following financial year. This service was additionally supported by a grant from Victory Housing, £2,000 of which applied to the year 2020-2021.

The Making Connections Group Trips project continued to be supported by the National Lottery Grant, with £39,530 provided during 2020-2021.

During 2020-2021, £2,000 of funding previously received from the Albert Hunt Trust was used to support hospital visiting by our Wheelchair car service, £376 of funding from the Edward Gostling Foundation supported improvements to the Charities ICT infrastructure, and £2,718 of funding that remained from the National Lottery Awards for All Fund supported costs for the further development and printing of promotional materials.

# North Norfolk Community Transport

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2021

#### Funds *(continued)*

Finally, it should be noted that many generous donations and grants supported the purchase of a new electric vehicle for our Wheelchair Car Service.

When the charity receives restricted funds to purchase fixed assets, once the asset is purchased and provided it can be used for general purposes, there is no longer any restriction and the asset forms part of the charity's unrestricted reserves. A transfer is then made from restricted reserves to unrestricted reserves.

#### 21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	167,701	-	167,701
Current assets	229,751	31,883	261,634
Creditors less than 1 year	(118,653)	(28,840)	(147,493)
<b>Net assets</b>	<b>278,799</b>	<b>3,043</b>	<b>281,842</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	121,650	-	121,650
Current assets	89,561	48,596	138,157
Creditors less than 1 year	(41,000)	(21,752)	(62,752)
<b>Net assets</b>	<b>170,211</b>	<b>26,844</b>	<b>197,055</b>

#### 22. Financial instruments

The carrying amount for each category of financial instrument is as follows:

	2021 £	2020 £
<b>Financial assets that are debt instruments measured at amortised cost</b>		
Trade debtors (note 16)	3,868	180
Accrued income (note 16)	1,075	1,075
	<b>4,943</b>	<b>1,255</b>
<b>Financial liabilities measured at amortised cost</b>		
Trade creditors (note 17)	8,049	6,744
Accruals (note 17)	1,450	1,440
Other creditors (note 17)	8,594	3,148
Obligations under finance leases and hire purchase contracts due within one year (note 18)	-	6,829
	<b>18,093</b>	<b>18,161</b>