

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

ANNUAL REPORT AND ACCOUNTS

31<sup>ST</sup> DECEMBER 2020

COMPANY NUMBER 4026355

Registered in England & Wales

REGISTERED CHARITY NUMBER 1082203

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

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# GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

## THE TRUSTEES' AND DIRECTORS' REPORT

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

The trustees and directors present their annual report with the accounts of the company for the year ended 31<sup>st</sup> December 2020.

### REFERENCE AND ADMINISTRATIVE INFORMATION

Name of the charity:	Gorran and District Community Bus Association Limited (also known as GorranBus)		
Charity registration number	1082203		
Company registration number	4026355		
Registered office	Koppers, Rice Lane, Gorran Haven, St Austell, Cornwall, PL26 6JD		
Trustees and directors	J Bayliss	R Bayliss	M Bunney
	P J Fuller	Dr M Stead	

### STRUCTURE GOVERNANCE AND MANAGEMENT

The company is a charitable company with limited liability by guarantee, so there is no share capital in which the Trustees and Directors can have any interest. The constitution of the company and the charity is contained within the Memorandum and Articles of Association. The charity is a public benefit entity.

A management committee consisting of the trustees manages the business of the company. New trustees are elected individually at the annual general meeting to serve up to three years at which point they are eligible for re-election. In addition the management committee may co-opt up to two new members who may serve until the next annual general meeting. The Trustees have regard to the Charity Commission guidance on public benefit in their decision making.

### OBJECTIVES AND ACTIVITIES

The object and principal activity of the company is the operation of a community bus service for the residents of the parishes of St. Goran and St. Ewe in Cornwall and open to the general public. The bus provides a lifeline to those who due to age and/or inability to drive are unable to get to the shops and other services by offering a Ring & Ride service and regular services to the shops, hospital and town centres.

### ACHIEVEMENTS AND PERFORMANCE

The COVID19 pandemic has caused GorranBus to cancel all operations after 20 March 2020 for the rest of the year and until the social distancing required to operate safely becomes unnecessary. This decision was made taking account of the age and vulnerability of most passengers and drivers.

The charity ran scheduled regular bus services from St. Goran and St. Ewe to St. Austell, Truro and Plymouth with a high degree of reliability and punctuality. All services can be pre-booked and a Ring and Ride service, to pick up and drop off passengers at their homes, within the parishes of St. Goran and St. Ewe is provided.

GorranBus also ran excursions to popular destinations plus hires to local community groups. Our drivers are vital to our service and we currently have 11 MIDAS standard voluntary drivers.

	2020	2019
Number of passenger journeys on scheduled bus services	876	5,267
Number of excursions	2	22
Number of hires	3	26

## FINANCIAL REVIEW

The Trustees' aim is to generate sufficient funds so as to replace the Community Bus vehicle every five years. This will help ensure that the quality and reliability of service is maintained as well as ensuring that the technical and safety specification of the vehicle is up to date. Our current bus started service in September 2016 but taking account of its low mileage we do not intend to replace it in the near future.

GorranBus was in operation for less than three months this year. As a result we would have expected to have dipped into our reserves but there are two main reasons why we end the year with an increase to over £150,000 in the bank. The first is that we received a generous bequest left by a person who used to use our services regularly. The second is the financial support from Cornwall Council who continue to fund us as though we are operating normally. We understand that the council will continue this level of funding until at least 31 March 2021 but thereafter we suspect that we will need to operate to maintain our reserves. We are, nevertheless, in a satisfactory cash reserve position now and believe that we can survive at least a year without funding if necessary.

We are very grateful to the Friends of GorranBus who organise fundraising and help promote our service and to our passengers for their generous donations. These donations and individual donations and bequests are crucial to our financial well-being.

The most significant judgement that affects the accounts is the depreciation policy relating to our bus described in Accounting Policies on page 6. We believe that our current policy is suitable.

## DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company at the end of the year and of the profit or loss for the year then ended.

In preparing those accounts, the directors are required to select suitable accounting policies, as described on page 6, and then apply them on a consistent basis, making judgments and estimates that are prudent and reasonable. The directors must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.


The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## SMALL COMPANY EXEMPTIONS

The above report has been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2015) and the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the directors

Approved by the directors on 10/6/2021

.....R Bayliss.....

ACCOUNTANTS' REPORT TO THE MEMBERS ON THE UNAUDITED

ACCOUNTS OF GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

We report on the accounts for the year ended 31st December, 2020 set out on pages 3 to 8.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act), as amended by section 28 of the Charities Act 2006) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, as amended); and
- to state whether particular matters have come to our attention.

**BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on whether the accounts present a 'true and fair view'.

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



DATE 15/6/21

BENNETT, JONES & CO.  
Reporting Accountants  
Chartered Accountants

22 VICTORIA ROAD,  
St. Austell,  
Cornwall PL25 4QD

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

		2020		2019	
	Note	Unrestricted Funds £	Total Funds £	Unrestricted Funds £	Total Funds £
INCOME FROM:					
Donations and legacies		59,934	59,934	7,406	7,406
Charitable activities:					
Cash sales		363	363	3,629	3,629
Concessionary fares		1,541	1,541	8,205	8,205
Grants	3	11,429	11,429	7,019	7,019
Total Charitable activities		13,333	13,333	18,853	18,853
Investments		263	263	462	462
TOTAL INCOME		73,530	73,530	26,721	26,721
EXPENDITURE ON:					
Charitable activities:					
Community bus running costs		3,663	3,663	9,033	9,033
Depreciation		7,144	7,144	9,512	9,512
Management and administration		4,883	4,883	4,675	4,675
TOTAL EXPENDITURE		15,690	15,690	23,220	23,220
NET MOVEMENT IN FUNDS		57,840	57,840	3,501	3,501
RECONCILIATION OF FUNDS					
Total funds brought forward at 1 January		118,125	118,125	114,624	114,624
Total funds carried forward at 31 December		175,965	175,965	118,125	118,125

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

BALANCE SHEET

31<sup>ST</sup> DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible assets	7	21,587	28,731
CURRENT ASSETS			
Debtors	8	966	1,838
Cash at bank and in hand		155,682	88,383
TOTAL CURRENT ASSETS		<u>156,648</u>	<u>90,221</u>
CREDITORS: Amounts falling due within one year	9	2,270	827
NET CURRENT ASSETS		<u>154,378</u>	<u>89,394</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>175,965</u>	<u>118,125</u>
NET ASSETS		<u>175,965</u>	<u>118,125</u>
THE FUNDS OF THE CHARITY			
Unrestricted income fund		<u>175,965</u>	<u>118,125</u>
TOTAL CHARITY FUNDS		<u>175,965</u>	<u>118,125</u>

For the year ended 31<sup>st</sup> December 2020, the company was entitled to exemption under section 477(2) of the Companies Act 2006. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for: (i) Ensuring the company keeps accounting records which comply with section 386; and (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year, and of its profit and loss for the financial year in accordance with section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

In preparing these accounts, the directors have taken advantage of the special accounting exemptions conferred by Part 1 of Schedule 8 to the Companies Act 2006 on the basis that, in their opinion, the company qualifies as a small company.

These accounts were approved by the directors on ... 10/6/2021  
and are signed on their behalf by:

.....R Bayliss. 

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

STATEMENT OF CASH FLOWS

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

	Total Funds 2020 £	Total Funds 2019 £
NET MOVEMENT IN FUNDS PER STATEMENT OF FINANCIAL ACTIVITIES	57,840	3,501
Adjustments for:		
Depreciation charges	7,144	9,512
Interest from investments	(263)	(462)
(Increase)/decrease in debtors	872	456
Increase/ (decrease) in creditors	1,443	512
NET CASH PROVIDED BY OPERATING ACTIVITIES	<hr/> 67,036	<hr/> 13,519
CASH FLOWS FROM INVESTING ACTIVITIES	<hr/>	<hr/>
Interest from investments	263	462
Purchase of equipment		(134)
NET CASH PROVIDED BY INVESTING ACTIVITIES	<hr/> 263	<hr/> 328
CHANGE IN CASH AND CASH_ EQUIVALENTS IN THE YEAR	<hr/> 67,299	<hr/> 13,847
CASH AND CASH EQUIVALENTS AT 1 JANUARY	88,383	74,536
CASH AND CASH EQUIVALENTS AT 31 DECEMBER	<hr/> 155,682 <hr/>	<hr/> 88,383 <hr/>
ANALYSIS OF CASH AND CASH EQUIVALENTS:		
Cash at bank and in hand	155,682	88,383



GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

1. ACCOUNTING POLICIES

(a) Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with UK charity and company law and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2015) and Financial Reporting Standard 102.

(b) Income from charitable activities

The Income from Charitable Activities shown in the statement of financial activities represents bus fares, excursion fares and hire income received during the period, excluding value added tax.

(c) Depreciation

Depreciation is calculated so as to write off the cost of assets, less their estimated residual value, over the useful economic life of those assets as follows:

Plant and Equipment      20% or 25% on the Reducing Balance basis

(d) Taxation

The company is a registered charity and is not subject to a charge to Corporation Tax.

(e) Grants, donations and fund-raising

Donations and fund-raising income is recorded as it is received. Grants received are included as income for the year in which they are received with the exception of Bus Service Operator's Grant which is accrued on a mileage basis consistent with the method used to calculate the grant.

(f) Fund accounting

Funds held by the charity are unrestricted income funds, which can be used in accordance with the charitable objects at the discretion of the Trustees.

(g) Debtors and creditors

Debtors and creditors are measured on the basis of the cash amounts expected to be received or paid respectively.

2. TRUSTEES' AND DIRECTORS' EMOLUMENTS

None of the Trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

3. GRANTS

Grants totalling £5,250 (2019 £5,500) were received from Cornwall Council to support the continued operation of our community bus services. Additional Covid19 grant support of £5,052 (2019 £0) was also received. Bus Service Operator's Grant from the Department for Transport was accrued totalling £1,127 (2019 £1,519).

4. VOLUNTEERS

There are 11 volunteer bus drivers who drive an average of 3 or 4 times a month. These accounts include no value for the contribution of volunteers.

5. RELATED PARTIES

There were no related party transactions in the year.

6. EMPLOYEES

Wages	2020 £2,981	2019 £2,133
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The Trust had a headcount of 2 and headcount equivalent of 0.25. No employees received over £60,000.

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

7. TANGIBLE FIXED ASSETS

	Plant and Equipment £	Total £
COST OR VALUATION		
At 1 January 2020	73,278	73,278
Additions in the period	0	0
Disposals in the period	0	0
	<hr/>	<hr/>
At 31 December 2020	73,278	73,278
DEPRECIATION		
At 1 January 2020	44,547	44,547
Charge for the period	7,144	7,144
Disposals in the period	0	0
	<hr/>	<hr/>
At 31 December 2020	51,691	51,691
NET BOOK VALUE		
Assets in current use		
At 31 December 2020	21,587	21,587
	<hr/>	<hr/>
At 31 December 2019	28,731	28,731
	<hr/>	<hr/>

At 31 December 2020 there were no significant contractual commitments.

8. DEBTORS

	2020 £	2019 £
Trade debtors		56
Prepayments and accrued income	892	1,123
Other debtors	74	659
	<hr/>	<hr/>
	966	1,838
	<hr/>	<hr/>

9. CREDITORS: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	2,166	652
Other creditors	104	175
	<hr/>	<hr/>
	2,270	827
	<hr/>	<hr/>