

GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

ANNUAL REPORT AND ACCOUNTS

31<sup>ST</sup> DECEMBER 2023

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 2023

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# GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

## THE TRUSTEES' AND DIRECTORS' REPORT

YEAR ENDED 31<sup>ST</sup> DECEMBER 2023

The trustees and directors present their annual report with the accounts of the company for the year ended 31<sup>st</sup> December 2023.

### 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 L Bayliss	R Bayliss	
	P J Fuller	Dr M S Stead	E M Walsh

### 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 is 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

We run 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 run excursions to popular destinations plus hires to local community groups. Our drivers are vital to our service and we currently have 10 MIDAS standard voluntary drivers.

	2023	2022
Number of passenger journeys on scheduled bus services	4,835	4,270
Number of excursions	13	12
Number of hires	16	2

### 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. We have ordered a new bus and hope to get it into service during 2024.



After enhanced grant support in 2021 and 2022 we are now receiving less and more normal levels of grant. In 2023 we have received our first quarterly payment of the new BSOG+ grant which runs from July 2023 to April 2025 (see note 3). Although we are in a very satisfactory funding position we were concerned last year about a significant drop in our patronage. In 2023 we have seen an increase but are still down 9% on pre-Covid levels.

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 9, 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.

Approved by the directors on 18/4/2024

Signed on behalf of the directors

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, 2023 set out on pages 6 to 11.

**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.



BENNETT, JONES & CO.  
Reporting Accountants  
Chartered Accountants

DATE 1/17/24

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 2023

		2023		2022	
	Note	Unrestricted Funds £	Total Funds £	Unrestricted Funds £	Total Funds £
INCOME FROM:					
Donations and legacies		3,389	3,389	4,291	4,291
Charitable activities:					
Cash sales		2,700	2,700	1,730	1,730
Concessionary fares		9,040	9,040	7,479	7,479
Grants	3	<u>6,884</u>	<u>6,884</u>	<u>7,971</u>	<u>7,971</u>
Total Charitable activities		18,624	18,624	17,180	17,180
Investments		7,051	7,051	1,560	1,560
TOTAL INCOME		29,064	29,064	23,031	23,031
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EXPENDITURE ON:					
Charitable activities:					
Community bus running costs		7,841	7,841	8,357	8,357
Depreciation		3,143	3,143	4,060	4,060
Management and administration		<u>7,912</u>	<u>7,912</u>	<u>9,440</u>	<u>9,440</u>
Total Charitable activities		18,896	18,896	21,857	21,857
Loss on disposal of equipment		34	34		
TOTAL EXPENDITURE		18,930	18,930	21,857	21,857
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NET MOVEMENT IN FUNDS		10,134	10,134	1,174	1,174
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RECONCILIATION OF FUNDS					
Total funds brought forward at 1 January		178,088	178,088	176,914	176,914
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Total funds carried forward at 31 December		188,222	188,222	178,088	178,088
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GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

BALANCE SHEET

31<sup>ST</sup> DECEMBER 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets	7	9,468	12,064
CURRENT ASSETS			
Debtors	8	9,682	1,853
Cash at bank and in hand		170,134	165,518
TOTAL CURRENT ASSETS		179,816	167,371
CREDITORS: Amounts falling due within one year	9	1,062	1,347
NET CURRENT ASSETS		178,754	166,024
TOTAL ASSETS LESS CURRENT LIABILITIES		188,222	178,088
NET ASSETS		188,222	178,088
THE FUNDS OF THE CHARITY			
Unrestricted income fund		188,222	178,088
TOTAL CHARITY FUNDS		188,222	178,088

For the year ended 31<sup>st</sup> December 2023, 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  
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 2023

	Total Funds 2023 £	Total Funds 2022 £
NET MOVEMENT IN FUNDS PER STATEMENT OF FINANCIAL ACTIVITIES	10,134	1,174
Adjustments for:		
Depreciation charges	3,143	4,060
Interest from investments	(7,051)	(1,560)
(Increase)/decrease in debtors	(7,829)	(610)
Loss on disposal of equipment	34	
Increase/ (decrease) in creditors	(285)	(36)
NET CASH PROVIDED BY OPERATING ACTIVITIES	(1,854)	3,028
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest from investments	7,051	1,560
Purchase of equipment	(581)	
NET CASH PROVIDED BY INVESTING ACTIVITIES	6,470	1,560
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	4,616	4,588
CASH AND CASH EQUIVALENTS AT 1 JANUARY	165,518	160,930
CASH AND CASH EQUIVALENTS AT 31 DECEMBER	170,134	165,518
ANALYSIS OF CASH AND CASH EQUIVALENTS:		
Cash at bank and in hand	170,134	165,518



GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

YEAR ENDED 31<sup>ST</sup> DECEMBER 2023

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.

(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

	2023	2022
Cornwall Council community bus grant	£5,000	£5,850
Pandemic recovery support from Plymouth and Cornwall councils	£26	£636
Bus Service Operator's Grant	£1,509	£1,485
BSOG+	£349	
	<u>£6,884</u>	<u>£7,971</u>

4. VOLUNTEERS

There are 11 volunteer bus drivers who drive an average of 2 or 3 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

	2023	2022
Wages	£5,523	£5,076

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 2023

7. TANGIBLE FIXED ASSETS

	Plant and Equipment £	Total £
COST OR VALUATION		
At 1 January 2023	73,278	73,278
Additions	581	581
Disposals	<u>(274)</u>	<u>(274)</u>
At 31 December 2023	<u>73,585</u>	<u>73,585</u>
DEPRECIATION		
At 1 January 2023	61,214	61,214
Charge for the period	3,143	3,143
Disposals	<u>(240)</u>	<u>(240)</u>
At 31 December 2023	<u>64,117</u>	<u>64,117</u>
NET BOOK VALUE		
Assets in current use		
At 31 December 2023	<u>9,468</u>	<u>9,468</u>
At 31 December 2022	<u>12,064</u>	<u>12,064</u>

At 31 December 2023 there was a contractual commitment to purchase a new bus for £58,244. A deposit of £5,416 was paid in 2023.

8. DEBTORS	2023 £	2022 £
Trade debtors	873	605
Prepayments and accrued income	849	706
Other debtors	<u>7,960</u>	<u>542</u>
	<u>9,682</u>	<u>1,853</u>

Other debtors includes a deposit for a new bus of £5416 and preparatory work for a garage for the bus of £1,954

CREDITORS: Amounts falling due within one year	2023 £	2022 £
Trade creditors	712	948
Other creditors	<u>350</u>	<u>399</u>
	<u>1,062</u>	<u>1,347</u>



GORRAN AND DISTRICT COMMUNITY BUS ASSOCIATION LIMITED

DETAILED PROFIT AND LOSS ACCOUNT

YEAR ENDED 31<sup>ST</sup> DECEMBER 2023

	£	2023 £	£	2022 £
TURNOVER		11,740		9,210
COST OF SALES				
Direct costs		<u>7,841</u>		<u>8,357</u>
GROSS PROFIT (LOSS)		3,899		853
OVERHEADS				
Administrative Expenses:				
Administrator's salary		5,523		5,076
General expenses:				
Postage, stationery and advertising	48		44	
General insurance	422		244	
BT telephone and broadband	757		745	
Website hosting and domain fee	71		66	
CTA subscription	50		50	
Information Commissioners Office annual fee	35		35	
DfT Operating Licence fees	13			
Gifts for administrators			73	
Age UK DBS fees	10		50	
Replace Ticketer wire loom			209	
Driver's party	545		519	
Absolute Accounting VAT link	40		40	
Driver medical	46			
MIDAS course	185			
Wordperfect licence	42			
Printer for despatcher	89			
Miscellaneous	36	2,389	57	2,132
Bus Garage planning and clearance costs				2,233
Depreciation		3,143		4,060
Loss on disposal of equipment		34		
		<u>(7,190)</u>		<u>(12,648)</u>
OTHER OPERATING INCOME:				
Grants received		6,884		7,971
Donations		<u>3,389</u>		<u>4,291</u>
OPERATING PROFIT/(LOSS)		3,083		(386)
Interest receivable		7,051		1,560
		<u>10,134</u>		<u>1,174</u>
SURPLUS/ (DEFICIT) ON ACTIVITIES		<u>10,134</u>		<u>1,174</u>

This page does not form part of the statutory accounts.