

REGISTERED COMPANY NUMBER: 04257815 (England and Wales)
REGISTERED CHARITY NUMBER: 1088113

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 June 2022
for
SW Herts Community Transport Scheme
Trading as Roundabout Transport

Lee Accounting Services 2018 Limited
Trading as Lee & Co
26 High Street
Rickmansworth
Hertfordshire
WD3 1ER

SW Herts Community Transport Scheme
Trading as Roundabout Transport

Contents of the Financial Statements
for the Year Ended 30 June 2022

	Page
Report of the Trustees	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9 to 10
Notes to the Financial Statements	11 to 17
Detailed Statement of Financial Activities	18 to 19

SW Herts Community Transport Scheme
Trading as Roundabout Transport

Report of the Trustees
for the Year Ended 30 June 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 June 2022. 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 Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives

The objectives of the Charity are:

"To provide relief to the inhabitants of South West Hertfordshire and its environs who have need because of age, mental or physical ill-health, impaired mobility or poverty, and in particular but not so as to limit the generality of the foregoing:-

a) To provide and maintain non-profit community transport services and:-

b) To assist the charitable work of organisations and bodies engaged in promoting the relief of such persons through the provision of appropriate services".

Public benefit

The trustees have ensured that the organisation continues to meet its Objective of providing non-profit transport services to needy individuals and related community groups.

The trustees can also confirm that they have complied with section 17 of the Charities Act 2011 by having due regard to the public benefit the organisation provides.

ACHIEVEMENT AND PERFORMANCE

Since the government has lifted Covid-19 restriction Roundabout Transport has had a good year of growth. The bus mileage has begun to rise this year and more people are getting out and enjoying the wider facilities their communities have to offer. Tight budgets and reduced spending power means member groups are looking elsewhere to source funding. We try to help all other charities using our services by keeping our costs as low as possible. With that said, we are still growing in members, mileage, daily usage and revenue.

We have again been able to avoid any rate increases during the year even though fuel prices are rising at an alarming rate. We very much hope that we can keep our prices fixed for another year.

Hertfordshire County Council continues to be a major supporter in terms of funds to cover some of our operating costs.

The Service Level Agreement with Three Rivers District Council has been renewed and we have also had support from Watford Borough Council.

Our fleet of 11 Minibuses continue to serve the charity well and fulfil all requirements. Commercial Motors Watford, together with Chenies Autos keep our fleet on the road and fully compliant to run under our section 19 permit.

Utilisation is steadily increasing, and we hope that this will keep building into the coming years. The committee monitor this carefully and our efforts on increasing usage in the evenings and weekends are paying off. We are able to meet our availability target of 98% and facilitated 2284 journeys in 2021/22. Although this isn't back to full pre-pandemic numbers it is a 500% increase on the previous year. Our weekend usage has also increased to approximately 27% each month. This is a rise of 2% on the pre-pandemic weekend usage figure. This is all splendid news for a small charity like Roundabout Transport.

As in previous years, our vehicles have mainly been parked at residential care homes. We are greatly indebted to Quantum Care who house 7 of our vehicles. And also Croxley House in Rickmansworth, Christ Church School in Chorleywood and Sarratt Sunrise & Sunset Club.

Volunteer drivers are the foundation on which community transport schemes survive and Roundabout is fortunate that the majority of member organisations are able to recruit such people. We are, as always, indebted to our own volunteers who drive and we should particularly mention Kathy Green, Bob Broom, Bob Stringer, Malcolm Morrell, Lisa Burn and Andy Morrell.

Lisa Burn and Andy Morrell have continued to work hard to support the operation. The Accounting system remains under control and all reconciliations and reports are produced on time. Lisa has also worked closely with all our funders to maintain a good relationship with them and supply them with all necessary reports and figures they request. Andy covers the needs of the vehicles, volunteer drivers and ensures the smooth running of all Watford Mencap vehicles.

FINANCIAL REVIEW

Summary

Operating income is starting to grow once more. Mileage is increasing and journeys are up as previously mentioned. For a small charity like Roundabout Transport all increases are welcome.

Tight control of administration costs ensures they remain below inflation. The high level of cash on deposit has helped us through a few tricky years.

We had a deficit of £ before depreciation of £9,260 and therefore report a final deficit after depreciation of £21,343.

Funding

The funds we receive from the various authorities are an important contribution to the financial viability of Roundabout Transport. We are grateful for the support we receive from Herts County Council, Three Rivers District Council and Watford Borough Council (W3RT).

Prices

We have been able to avoid any increase in our rates during the year, due to a small amount of funding secured by Lisa to cover our rent for 1 year. We are always mindful of our user's tight budgets and will help wherever possible to aid trips and alleviate social isolation. We will strive to keep our prices as low as possible for the coming financial year ahead.

Feedback

It remains crucial that we receive feedback from our members and users to ensure that our service meets with your needs. Please continue to contact us with your comments. If you or your group would like to fill in an evaluation form, please contact Lisa in our office.

Risk

The continuation of proper maintenance routines and fully documented operating procedures ensures we manage the risks identified with our operation. Mencap also remain happy with the service Andy provides. Andy also carries out the driver training and evaluation.

The Trustees continue to review the operation to ensure all potential risks are identified and managed appropriately.

Reserves

It is the policy of the charitable company to maintain at least six months relevant expenditure in unrestricted reserves at all times.

FUTURE PLANS

We are very fortunate to have some funding secured for the next year. It will be crucial that continued efforts are made in this area, together with continued growth to ensure the future viability of our operation. We will also continue to cooperate with other community transport groups in the county.

We will maintain close control on all costs and monitor our price levels to ensure they reflect on-going costs while minimising the impact on our members and their clients, especially once they start to return to normal usage.

We have not been able to achieve our objective of an operating surplus in excess of financial depreciation this year; but we are still here in a good financial position and we are ready to once again grow to the strength of previous years.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

SW Herts Community Transport Scheme is registered with Companies House and with the Charity Commission.

Registered Company Number 4257815 (England & Wales)

Registered Charity Number 1088113

VAT

The Scheme has registered with Customs and Excise for VAT (Registered No 772 8079 95).

Working Name

The Scheme operates under the name of "Roundabout Transport" which has been registered with the Charity Commission.

Governance

Direction of the Scheme is under the control of the Executive Committee comprising all trustees. The Executive Committee convenes quarterly to receive reports from staff and provide direction.

We have assessed that for the financial year 2021/22, the cost of governance, including executive committee meetings, AGM and audit costs, have totalled approximately £1,500.

Membership

Membership has increased during the year and as of 30th June 2022 we have 548 groups enjoying full membership, a net increase of 27 groups over the year. Considering we only had 1 new member during the previous pandemic year, this is fantastic growth.

Appointment of Trustees

Trustees are primarily drawn from member organisations that are best able to shape the charity so that it serves the community to the greatest benefit. A skills audit of Trustees has been undertaken and where a skill gap has been identified, individuals have been recruited and co-opted to the board in accordance with the Articles of Association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Training of Trustees

In recognition of the increasing emphasis being placed on the responsibilities of the management committee, trustees can partake in a range of training events including financial management, opportunity training for trustee recruitment seminars and formal instruction in the responsibilities of trustees.

Administration

Two Community Transport Officers, working for the Membership through the Executive Committee, administer the Scheme. Full time staff resources to meet the demands for our services have been necessary.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04257815 (England and Wales)

Registered Charity number

1088113

Registered office

26 High Street
Rickmansworth
Hertfordshire
WD3 1ER

Trustees

Honorary Officers: Chair Mrs Mary Mathieson

CTO1 Miss Lisa Burn

CTO2 Mr Andy Morrell

Trustees and Members of the Executive Committee

Mr Robert Broom	- Harrogate Club
Mr D Dickson	- HAD
Mrs Kathleen Green	- Harrogate Club
Mr Robert Stringer	- Roundabout Transport
Mrs Edythe Jacobson	- Mill End Baptist Church
Mrs M Mathieson	- Roundabout Transport

Independent Examiner

Lee Accounting Services 2018 Limited
Trading as Lee & Co
26 High Street
Rickmansworth
Hertfordshire
WD3 1ER

SW Herts Community Transport Scheme
Trading as Roundabout Transport

Report of the Trustees
for the Year Ended 30 June 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Website Address

<http://www.roundabouttransport.com/>

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Mrs M Mathieson - Trustee

Independent examiner's report to the trustees of SW Herts Community Transport Scheme ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2022.

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 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 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

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:

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 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 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.

John David Lee BA FCA
Lee Accounting Services 2018 Limited
Trading as Lee & Co
26 High Street
Rickmansworth
Hertfordshire
WD3 1ER

Date:

SW Herts Community Transport Scheme
Trading as Roundabout Transport

Statement of Financial Activities
for the Year Ended 30 June 2022

		30.6.22	30.6.21
		Unrestricted	Total
		funds	funds
		£	£
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		57,189	84,666
Other trading activities	2	55,280	12,044
Investment income	3	200	177
Other income		10,132	7,014
Total		122,801	103,901
EXPENDITURE ON			
Raising funds		667	987
Charitable activities			
Direct Charitable Expenditure		143,477	134,377
Total		144,144	135,364
NET INCOME/(EXPENDITURE)		(21,343)	(31,463)
RECONCILIATION OF FUNDS			
Total funds brought forward		266,656	298,119
TOTAL FUNDS CARRIED FORWARD		245,313	266,656

The notes form part of these financial statements

Balance Sheet
 30 June 2022

	Notes	30.6.22 Unrestricted funds £	30.6.21 Total funds £
FIXED ASSETS			
Tangible assets	8	77,300	89,605
CURRENT ASSETS			
Debtors	9	21,275	14,060
Cash at bank and in hand		158,644	175,956
		179,919	190,016
CREDITORS			
Amounts falling due within one year	10	(11,906)	(12,965)
NET CURRENT ASSETS		168,013	177,051
TOTAL ASSETS LESS CURRENT LIABILITIES		245,313	266,656
NET ASSETS		245,313	266,656
FUNDS	11		
Unrestricted funds		245,313	266,656
TOTAL FUNDS		245,313	266,656

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Balance Sheet - continued
30 June 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
M Mathieson - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared 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' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Notes to the Financial Statements - continued
for the Year Ended 30 June 2022

1. ACCOUNTING POLICIES - continued

Fund accounting

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Debtors

Short term debtors are measured at transaction price, less any impairment.

Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

2. OTHER TRADING ACTIVITIES

	30.6.22	30.6.21
	£	£
Operating revenue	37,988	7,874
Age UK	17,292	4,170
	55,280	12,044

3. INVESTMENT INCOME

	30.6.22	30.6.21
	£	£
Deposit account interest	200	177

Notes to the Financial Statements - continued
for the Year Ended 30 June 2022

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	30.6.22	30.6.21
	£	£
Depreciation - owned assets	12,083	15,622
Other operating leases	5,490	5,460
Surplus on disposal of fixed assets	(9,192)	-
Independent examination services	500	500
Accountancy fees	250	250
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2022 nor for the year ended 30 June 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2022 nor for the year ended 30 June 2021.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

30.6.22	30.6.21
<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	84,666
Other trading activities	12,044
Investment income	177
Other income	7,014
Total	<u>103,901</u>
EXPENDITURE ON	
Raising funds	987

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £
Charitable activities	
Direct Charitable Expenditure	134,377
Total	135,364
NET INCOME/(EXPENDITURE)	(31,463)
RECONCILIATION OF FUNDS	
Total funds brought forward	298,119
TOTAL FUNDS CARRIED FORWARD	266,656

8. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST				
At 1 July 2021	13,642	326,767	3,080	343,489
Disposals	-	(6,999)	-	(6,999)
At 30 June 2022	13,642	319,768	3,080	336,490
DEPRECIATION				
At 1 July 2021	8,887	242,224	2,773	253,884
Charge for year	1,585	10,396	102	12,083
Eliminated on disposal	-	(6,777)	-	(6,777)
At 30 June 2022	10,472	245,843	2,875	259,190
NET BOOK VALUE				
At 30 June 2022	3,170	73,925	205	77,300
At 30 June 2021	4,755	84,543	307	89,605

Notes to the Financial Statements - continued
for the Year Ended 30 June 2022

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.6.22	30.6.21
	£	£
Trade debtors	6,865	1,630
Other debtors	1,650	-
Prepayments	12,760	12,430
	<u>21,275</u>	<u>14,060</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.6.22	30.6.21
	£	£
Trade creditors	10,870	11,434
VAT	286	781
Accrued expenses	750	750
	<u>11,906</u>	<u>12,965</u>

11. MOVEMENT IN FUNDS

	At 1.7.21	Net movement in funds	At 30.6.22
	£	£	£
Unrestricted funds			
General fund	226,656	(21,343)	205,313
Designated fund	40,000	-	40,000
	<u>266,656</u>	<u>(21,343)</u>	<u>245,313</u>
TOTAL FUNDS	<u>266,656</u>	<u>(21,343)</u>	<u>245,313</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	122,801	(144,144)	(21,343)
	<u>122,801</u>	<u>(144,144)</u>	<u>(21,343)</u>
TOTAL FUNDS	<u>122,801</u>	<u>(144,144)</u>	<u>(21,343)</u>

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	258,119	(31,463)	226,656
Designated fund	40,000	-	40,000
	<hr/>	<hr/>	<hr/>
	298,119	(31,463)	266,656
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>298,119</u>	<u>(31,463)</u>	<u>266,656</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	103,901	(135,364)	(31,463)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>103,901</u>	<u>(135,364)</u>	<u>(31,463)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.20 £	Net movement in funds £	At 30.6.22 £
Unrestricted funds			
General fund	258,119	(52,806)	205,313
Designated fund	40,000	-	40,000
	<hr/>	<hr/>	<hr/>
	298,119	(52,806)	245,313
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>298,119</u>	<u>(52,806)</u>	<u>245,313</u>

Notes to the Financial Statements - continued
for the Year Ended 30 June 2022

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	226,702	(279,508)	(52,806)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>226,702</u>	<u>(279,508)</u>	<u>(52,806)</u>

The charity has designated £40,000 to be spent on capital acquisitions. This fund is unrestricted.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2022.

13. ULTIMATE CONTROLLING PARTY

The charity is under the control of the Board of Trustees.

SW Herts Community Transport Scheme
Trading as Roundabout Transport

Detailed Statement of Financial Activities
for the Year Ended 30 June 2022

	30.6.22 £	30.6.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Hertfordshire County Council	43,414	23,182
Watford Borough Council	2,000	2,000
Three Rivers District Council	11,775	6,000
Lottery	-	32,730
Mencap	-	20,754
	<hr/>	<hr/>
	57,189	84,666
Other trading activities		
Operating revenue	37,988	7,874
Age UK	17,292	4,170
	<hr/>	<hr/>
	55,280	12,044
Investment income		
Deposit account interest	200	177
Other income		
Gain on sale of tangible fixed assets	9,192	-
Miscellaneous income	940	7,014
	<hr/>	<hr/>
	10,132	7,014
Total incoming resources	<hr/>	<hr/>
	122,801	103,901
EXPENDITURE		
Raising donations and legacies		
Advertising	667	987
Support costs		
Management		
Wages	72,000	72,000
Social security	3,502	2,892
Pensions	1,786	1,786
Rent	5,490	5,460
Carried forward	82,778	82,138

This page does not form part of the statutory financial statements

SW Herts Community Transport Scheme
Trading as Roundabout Transport

Detailed Statement of Financial Activities
for the Year Ended 30 June 2022

	30.6.22 £	30.6.21 £
Management		
Brought forward	82,778	82,138
Accountancy	1,125	1,125
Insurance	240	267
Telephone	535	506
Postage and stationery	1,775	788
Subscriptions	195	195
Sundries	1,033	1,040
Fuels and oils	12,369	4,228
Vehicle maintenance	15,464	11,669
Vehicle tax and insurance	15,700	16,111
Other vehicle expenses	180	688
Fixtures and fittings	1,585	1,585
Motor vehicles	10,396	13,935
Computer equipment	102	102
	<hr/>	<hr/>
	143,477	134,377
	<hr/>	<hr/>
Total resources expended	144,144	135,364
	<hr/>	<hr/>
Net expenditure	(21,343)	(31,463)
	<hr/>	<hr/>