

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2025
for
Speke Garston Minibus Agency
(A Company Limited by Guarantee)

V & R Accountancy Services Limited
Chartered Certified Accountants
Cropton House
Three Tuns Lane
Formby
Merseyside
L37 4AQ

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for the Year Ended 31 March 2025

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Report of the Trustees
for the Year Ended 31 March 2025

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 31 March 2025. 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 and aims

The Association's objects (The Objects) are as follows:

- * To provide or assist in the provision of facilities (with particular emphasis on transportation facilities) for recreation or other leisure time occupation in the interests of social welfare provided that;
- * Such facilities are provided with the object of improving the conditions of life for the persons for whom the facilities are primarily intended and;
- * These persons have need of such facilities as aforesaid by reason of their youth, age, infirmity, disablement, poverty or economic circumstances;
- * To relieve poverty and provide aid (particularly aid in the form of transportation) to people suffering from economic or social disadvantage by reason of lack of mobility;
- * To provide vocational training and work experience for young persons and those in need;
- * To carry out any other charitable object that can be beneficially carried out in conjunction with the above main objects.

Speke Garston Minibus Agency's main objective for the coming year is to reduce operating costs and if possible update the fleet of vehicles they currently hold. The charity is also aiming to increase client and user base by undertaking more contracts within the community with a view to securing sustainability.

The Charity aims to meet these objectives by using both its existing reserves and by seeking out potential grant assistance and continuing usage and seeking new brokerage of buses where similar operations have excess capacity.

The Charity makes use of considerable contribution of volunteers for a range of duties from driving buses to cleaning, as well as special needs disability passenger assistance and passenger assistance to Liverpool City Council.

Report of the Trustees
for the Year Ended 31 March 2025

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Speke Garston Minibus Agency has been established for over 28 years and now has a fleet of 17 vehicles.

SGMA continues to thrive and serve low-cost Community Transport within the Liverpool Region to all our current and new service users to relieve poverty and provide aid (Transport) to people suffering from economic or social disadvantage, lack of mobility, youth, age, infirmity, disability, culture. SGMA recognises that our services are vital for the whole of the CT Sector and UK economy in general, increased living costs, economic losses are driving more people into transport poverty and loneliness.

SGMA have again transported more Wheelchair users , an increase of 298 of the below Statistics are wheelchair users, without accessible Low-cost Community Transport they would find it extremely difficult to get out, the Elderly are grateful for the Transport SGMA provide to them.

Liverpool City Council continue to support SGMA through SEN Contracts Home/School Transport.

The Management and Trustees remain committed to delivering good Community Transport services to Service users and will remain committed to these core values. The sustainability of SGMA, our ongoing responsibility to our customers, volunteers and staff are key to our decision making.

Year upon Year the Charity is grateful for all the efforts of its volunteers who act as drivers, passenger assistants, staff and Board Members.

	Year to 31 March 25	Year to 31 March 24	Variation
Passengers	38,423	39,438	-1,015
Wheelchair users	2,648	2,350	+298
Bookings / Contracts	472	499	-27
Journeys	4,907	5,395	-488

The Agency is currently in the process of replacing obsolete and high mileage vehicles in the fleet.

FINANCIAL REVIEW

Reserves policy

The financial position of the company is summarised as follows:

	Year to 31 March 25	Year to 31 March 24
	£	£
Net Income / (Expenditure)	61,952	20,889
Net Assets	524,345	462,393

Speke Garston Minibus Agency's reserves are held to maintain and improve vehicle fleet as necessary based on the economic useful life of the vehicles. The reserves held at the year end were £524,345 and include net current assets totalling £440,905. This is equivalent to more than 12 months expenditure which the trustees consider to be an adequate level of cover.

FUTURE PLANS

Speke Garston Minibus Agency aims to maintain its current client and user base with the view to increasing both of these along with the maintenance and expansion of their fleet of vehicles.

The Agency is currently in the process of replacing obsolete and high mileage vehicles in the fleet.

Speke Garston Minibus Agency will actively seek grant funding in order to assist in achieving these aims.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Speke Garston Minibus Agency was incorporated on 24th September 1997. Speke Garston Minibus Agency is a company limited by guarantee and is governed by its Memorandum and Articles of Association. The Company was registered as a charity on 11th October 2001 under the registration number 1088911.

The charity continues to appeal for further Trustees to add diversity to the existing board which is made up of individuals from a range of backgrounds representing local businesses and the community. There are no formal procedures for the recruitment and training of new trustees however a comprehensive briefing of the charity's governing documents does form an important part of the induction process, a responsibility that falls under the remit of the charity's manager. One third of the Trustee board members are nominated for re-election each year on an annual rotation basis.

Day to day operational decisions are delegated to charity staff and policy decisions are made by trustees.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Speke Garston Minibus Agency is exposed to financial risks with regards to the cost implications of road traffic accidents affecting their vehicles, the cost of ensuring numbers of volunteers are sufficient to cope with demand and the increasing costs of fuel and vehicle insurance. These financial risks are managed by the centre staff whose task it is to minimise costs wherever possible. All members of staff and volunteers undergo DBS verification in order to mitigate the risks associated with child protection legislation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03438618 (England and Wales)

Registered Charity number

1088911

Registered office

Unit 13 The Match Factory
140 Speke Road
Garston
Liverpool
L19 2RF

Trustees

J Whittle (deceased 4.9.25)
I Marquis
P Bostock
Y B Pritchard
T Radcliffe

Independent Examiner

V & R Accountancy Services Limited
Chartered Certified Accountants
Cropton House
Three Tuns Lane
Formby
Merseyside
L37 4AQ

Approved by order of the board of trustees on 8 December 2025 and signed on its behalf by:

Speke Garston Minibus Agency (Registered number: 03438618)

Report of the Trustees
for the Year Ended 31 March 2025

T Radcliffe - Trustee

Independent examiner's report to the trustees of Speke Garston Minibus Agency ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, 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:

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.

G J Rummens FCCA

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Cropton House
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8 December 2025

Speke Garston Minibus Agency

Statement of Financial Activities

(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2025

	Notes	31.3.25 Unrestricted fund £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		3,067	-
Charitable activities			
Sales		385,314	338,273
Other income		6,449	2,338
Total		<u>394,830</u>	<u>340,611</u>
EXPENDITURE ON			
Charitable activities			
Minibus Hire		183,109	180,635
Other		149,769	139,087
Total		<u>332,878</u>	<u>319,722</u>
NET INCOME		61,952	20,889
RECONCILIATION OF FUNDS			
Total funds brought forward		462,393	441,504
TOTAL FUNDS CARRIED FORWARD		<u><u>524,345</u></u>	<u><u>462,393</u></u>

The notes form part of these financial statements

Balance Sheet
31 March 2025

	Notes	31.3.25 Unrestricted fund £	31.3.24 Total funds £
FIXED ASSETS			
Tangible assets	6	83,440	64,185
CURRENT ASSETS			
Debtors	7	58,873	37,030
Prepayments and accrued income		3,106	2,803
Cash at bank		397,262	373,704
		<hr/> 459,241	<hr/> 413,537
CREDITORS			
Amounts falling due within one year	8	(18,336)	(15,329)
NET CURRENT ASSETS		<hr/> 440,905	<hr/> 398,208
TOTAL ASSETS LESS CURRENT LIABILITIES		524,345	462,393
NET ASSETS		<hr/> <hr/> 524,345	<hr/> <hr/> 462,393
FUNDS	9		
Unrestricted funds		<hr/> 524,345	<hr/> 462,393
TOTAL FUNDS		<hr/> <hr/> 524,345	<hr/> <hr/> 462,393

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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.

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 8 December 2025 and were signed on its behalf by:

T Radcliffe - Trustee

The notes form part of these financial statements

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.

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.

Plant and machinery	- Straight line over 4 years
Motor vehicles	- Straight line over 4 years
Computer equipment	- Straight line over 4 years

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.

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

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.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

2. NET INCOME/(EXPENDITURE)

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

	31.3.25	31.3.24
	£	£
Depreciation - owned assets	50,770	33,264
Surplus on disposal of fixed assets	(3,500)	-
	<u> </u>	<u> </u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

4. STAFF COSTS

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

	31.3.25	31.3.24
Staff	2	3
	<u> </u>	<u> </u>

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

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Sales	338,273
Other income	2,338
Total	<u>340,611</u>
EXPENDITURE ON	
Charitable activities	
Minibus Hire	180,635
Other	139,087
Total	<u>319,722</u>
NET INCOME	20,889
RECONCILIATION OF FUNDS	
Total funds brought forward	441,504

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
fund
£

TOTAL FUNDS CARRIED FORWARD

462,393

6. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2024	2,765	2,893	393,561	7,521	406,740
Additions	-	-	70,025	-	70,025
Disposals	-	-	(67,991)	-	(67,991)
At 31 March 2025	2,765	2,893	395,595	7,521	408,774
DEPRECIATION					
At 1 April 2024	1,700	2,893	330,441	7,521	342,555
Charge for year	265	-	50,505	-	50,770
Eliminated on disposal	-	-	(67,991)	-	(67,991)
At 31 March 2025	1,965	2,893	312,955	7,521	325,334
NET BOOK VALUE					
At 31 March 2025	800	-	82,640	-	83,440
At 31 March 2024	1,065	-	63,120	-	64,185

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade debtors	58,873	37,030

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade creditors	3,463	909
VAT	9,139	9,073
Accruals and deferred income	5,734	5,347
	18,336	15,329

9. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	462,393	61,952	524,345
TOTAL FUNDS	<u>462,393</u>	<u>61,952</u>	<u>524,345</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	394,830	(332,878)	61,952
TOTAL FUNDS	<u>394,830</u>	<u>(332,878)</u>	<u>61,952</u>

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	441,504	20,889	462,393
TOTAL FUNDS	<u>441,504</u>	<u>20,889</u>	<u>462,393</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	340,611	(319,722)	20,889
TOTAL FUNDS	<u>340,611</u>	<u>(319,722)</u>	<u>20,889</u>

9. MOVEMENT IN FUNDS - continued

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

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	441,504	82,841	524,345
TOTAL FUNDS	<u>441,504</u>	<u>82,841</u>	<u>524,345</u>

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	735,441	(652,600)	82,841
TOTAL FUNDS	<u>735,441</u>	<u>(652,600)</u>	<u>82,841</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.