

DENE VALLEY COMMUNITY TRANSPORT LIMITED

(A charitable company limited by guarantee)

REPORT OF THE TRUSTEES

AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR PERIOD ENDED 31 MARCH 2023

**Registered Charity Number 1090747
Registered Company Number 03891784
(England and Wales)**

DENE VALLEY COMMUNITY TRANSPORT LIMITED

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Dene Valley Community Transport
Trustees Report
For the Year
1st April 2022 to 31st March 2023

Governing document

The organisation known as Dene Valley Community Transport Ltd (DVCT) is a charitable company limited by guarantee, incorporated on 19th October 1999 and registered as a charity on 21st February 2002. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The Memorandum and Articles of Association together with our current financial position as set out in our latest accounts and our key objectives and future plans become Key Management control documents.

Charity Objectives and Activities

The objectives of the Company include providing affordable, safe, modern and accessible Community Transport Service for members of the community and organisations of Dene Valley Area. We aim to serve those who are in need of our service because of Age, Sickness, Disability, Mental or Physical issues, Poverty. We also aim to prevent social isolation and loneliness because of a lack and availability of adequate and safe public passenger services.

Recruitment and Appointment of Management Committee

The directors of the charitable company are also charity trustees for the purpose of charity law and under the Company's Articles are known as members of the Management Committee and are elected/re-elected yearly at our Annual General Meeting.

Trustee Induction and Ongoing Training

In-house and external Trustee training is provided at regular intervals. The Trustees are fully aware of and committed to our charitable objectives, the management organisation and controls in place to measure and monitor achievement in attaining these objectives. All trustees have a copy of this Memorandum. New trustees are encouraged to attend training sessions during which they are provided with a copy of this governance document. New trustees receive induction training which includes a review of the Charitable Objectives, of the importance of the document and their key "Roles and Responsibilities" within it. We ensure that they understand the document and the implications for them as a trustee.

Organisational Management Structure

Dene Valley Community Transport Ltd. has a Board of six Trustees who meet regularly with a planned agenda. The Trustees monitor the business performance against our targets, plan for the ongoing improvements and agree the policies of the organisation. Members of the Board of Trustees have a broad range of skills relevant to the work of the company. The Transport Management operational procedures comply with the requirements of ISO9001:2015 defining roles and responsibilities. The operational team is responsible for implementing the strategy and achieving the business aims and objectives set by the trustees. The Chair will directly monitor the performance and report progress to the Board.

Business Risk Management

The Management and Trustees continue to assess and identify the major business risks to which the charity is exposed. The Board agree actions to reduce the identified risks and review the effectiveness of the actions at least annually. Appropriate management actions have been taken to manage reduction of the identified risks including the implementation of operational and security procedures which include performance measurement standards and weekly controls for applicable to all transactions and contracts.

Our Operating Environment

The Covid Lockdowns have curtailed development of DVCT and level of income, the community organisations and school activities having been severely restricted during this financial year. The demand for reduced cost affordable transport serving community organisations continues to be essential for the wellbeing of all users. The latest demographic statistics obtained from Durham County Council Local Development Strategy continue to indicate that the Dene Valley Community Transport continues to operate in Wards that suffer from high levels of long-term unemployment and social isolation which is reflected in the physical and mental health wellbeing needs of the community.

Achievements and Performance

The business objectives set for 2022/23 to strengthen the management and operating structure, financial and operating objectives have not been achieved due to the effects of Covid lockdown regulations. Progress towards DVCT environmental and cost reduction by obtaining Hybrid or Electric vehicles was curtailed by the lack of availability of these to replace our current vehicles. The organisation continues to plan for sustainability and succession to key posts focusing on the professional development of the transport administrator. All drivers are assessed to Midas standards and are DBS checked. The organisation complies with CTA policies and procedures required to satisfy the requirements needed to tender for

Council contracts. The vehicle tracking system continues to provide transport management information and cost control benefits. The additional benefits include improved security for drivers and passengers, improved journey planning accuracy and improved management information systems.

People

The Trustees are committed to personal training and development for key staff and volunteers and is important to the health and sustainability of the business. The current personal development program is still ongoing. The organisation human resource planning continues to focus on sustainability and succession in key posts and the professional development of the transport administrator

The utilisation of vehicles was very low during the year due to Covid restrictions and lack of confidence of our customers to book our vehicles for communal trips. The Drivers have proved loyal during this difficult period.

The only disappointment has been the inability to fill an apprentice position in the Garage. This has been due to a lack of suitable trainees.

Key Aims & Objectives, Financial Performance Review and Reserves Policy for 2023-2024

The Covid Crisis has had a profound detrimental effect on the financial performance of DVCT. Action plans are in place to focus on post Covid recovery actions to strengthen the Organisations' financial and operational status.

Action plans during 2023-24 will be on an improved customer base, the ongoing development of a professional operational and financial management regime, positive cash flow, planned vehicle replacement with Hybrid or Electrical vehicles.

The average age of the fleet is increasing the focus will be on preventative maintenance to increase reliability and reduce off road time of the vehicles.

The Trustees are continually encouraged to review, monitor and question the business performance against budget.

Staff & Volunteers

The Trustees thank all of the Staff & Volunteers for dedication, efforts and contribution to the wellbeing of the business. The volunteer policy is to increase the number of volunteer staff and drivers of the right calibre.

Accountant

The Chair again wishes to thank the Accountant, Ian Groves, for the quality and presentation of the accounts and the time taken to ensure the Trustees fully understand the contents. The Chair confirms the financial accounts accurately reflects the position of the organisation.

Compliance with Legislation

The Management shall continue regularly review procedures and policies and revise as appropriate to ensure ongoing compliance with Road Traffic, DVLA, OHSW, POVA and Environmental legislation, regulations and guidelines. The company believes this policy benefits the safety, wellbeing and protection of staff, volunteers and passengers. We believe this policy portrays Dene Valley Community Transport as a caring, professional and sustainable organisation.

Responsibilities of the Board of Trustees

Company Law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair reflection of the financial status of the charitable company as shown in the balance sheet and its incoming resources and application of resources, including income and expenditure, for the financial year.

In preparing those financial statements, the Board of Trustees should follow best practice and:-

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Board of Trustees is responsible for having maintained proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Board of Trustees is also responsible for safeguarding the assets of the charitable company and hence taking reasonable steps for

the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees, who are directors for the purpose of company law and trustees for the purpose of the charity law, who served during the year and up to the date of this report are set out on page 1. This report has been prepared in accordance with the Statement of Recommending Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of the Companies Act 2006 relating to small entities.

Approved by the Board of Trustees on 29th January 2024 and signed on its behalf by Anthony H. Bird

A handwritten signature in black ink, appearing to read 'Anthony H. Bird', written over a horizontal line.

Chair of the Board of Trustees

Independent Examiner's Report to the Trustees of Dene Valley Community Transport

I report on the accounts for the year ended 31st March 2023 set out on pages 6 to 16

Responsibilities and Basis of Report

As the 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').

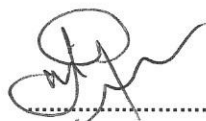
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 charity 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 1 02).

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.


.....

Ian Groves
167 Hummersknott Avenue
Darlington
DL3 8RL

29th January 2024

DENE VALLEY COMMUNITY TRANSPORT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2023

		Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
INCOMING RESOURCES	Note	£	£	£	£
Incoming Resources From Generated Funds					
Voluntary income	5a.	40	-	40	-
Activities for generating funds	5b.	56,470	-	56,470	64,936
Income from investments	5c.	-	-	-	-
Incoming resources from Charitable Activities					
Grants Received	5d.	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL INCOMING RESOURCES		56,510	-	56,510	64,936
		=====	=====	=====	=====
RESOURCES EXPENDED					
Charitable activities	6a.	58,925	9,451	68,376	76,870
Costs of generating funds:	6b.	21,483	-	21,483	12,772
Governance costs	6c.	513	-	513	861
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RESOURCES EXPENDED		80,921	9,451	90,372	90,503
		=====	=====	=====	=====
NET (OUTGOING) / INCOMING RESOURCES BEFORE TRANSFERS		(24,411)	(9,451)	(33,862)	(25,567)
Gross transfers between funds		-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
NET MOVEMENT IN FUNDS		(24,411)	(9,451)	(33,862)	(25,567)
BALANCE BROUGHT FORWARD -		34,762	205,311	240,073	265,639
		<hr/>	<hr/>	<hr/>	<hr/>
BALANCE CARRIED FORWARD -		10,351	195,860	206,211	240,072
		=====	=====	=====	=====

The notes on pages 8 to 16 form part of these financial statements

DENE VALLEY COMMUNITY TRANSPORT LIMITED

BALANCE SHEET AS AT 31ST MARCH 2023

		2023	2022
	Note	£	£
TANGIBLE FIXED ASSETS	10	199,829	206,068
CURRENT ASSETS			
Debtors	11	36,381	31,787
Cash At Bank and In Hand		26,172	54,699
		<u>62,553</u>	<u>86,486</u>
		=====	=====
LIABILITIES			
Creditors - amounts falling due within one year	12	56,171	52,481
		<u>=====</u>	<u>=====</u>
TOTAL NET ASSETS		206,211	240,073
		<u>=====</u>	<u>=====</u>
THE FUNDS OF THE CHARITY			
Unrestricted - general	13	14,259	(10,252)
- designated	13	(24,610)	(24,510)
Restricted	13	(195,860)	(205,311)
		<u>=====</u>	<u>=====</u>
TOTAL FUNDS		(206,211)	(240,073)
		<u>=====</u>	<u>=====</u>

For the year ended 31st March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

- The members have not required the company to obtain an audit of its accounts 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 accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

The financial statements were approved by the Board on 29th January 2024

and signed on its behalf by:



Anthony Hopkinson Bird
Director / Trustee

The notes on pages 8 to 16 form part of these financial statements

DENE VALLEY COMMUNITY TRANSPORT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

1. General Information

The Charity is 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 "One Stop Sop", High Street, Eldon Lane, Bishop Auckland. DL14 8TD.

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 Charities Act 2011.

3. Accounting Policies

Basis of Preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements have been prepared in sterling, which is the functioning currency of the entity.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Disclosure Exemptions

No Cash Flow Statement has been presented for the Company.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

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, and fall into one of two sub-classes: restricted income funds or endowment funds.

Further explanation of the nature and purpose of each fund is included in note 10 to the financial statements.

Incoming Resources

All incoming resources are 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.
- legacy income is recognised when receipt is probable and entitlement is established.

DENE VALLEY COMMUNITY TRANSPORT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

3. Accounting Policies - continued

Incoming Resources - continued

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- 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.

Resources Expended

Expenditure is accounted for 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 the 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 activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible Fixed Assets

Tangible Fixed assets are capitalised at historic cost including incidental costs of acquisition.

Depreciation is calculated so as to write off the cost of the tangible fixed asset by equal annual instalments over their estimated useful life (which may be the duration of grant funding) as follows:-

Freehold Property	not currently depreciated
Motor Vehicles	a maximum of 5 years depending on grant
Furniture & Fittings	5 years
Office & Other Equipment	5 years
Computer Equipment	5 years

DENE VALLEY COMMUNITY TRANSPORT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

3. Accounting Policies - continued

Financial Instruments

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

Basic financial instruments are initially recognised as 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.

Taxation

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

4. Limited by guarantee

Dene Valley Community Transport is a company limited by guarantee and accordingly does not have a share capital

DENE VALLEY COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2023

5. INCOMING RESOURCES

5a. Voluntary income

	Note	2023 £	2022 £
Donations & Subscriptions		40	-
		=====	=====

5b. Activities for generating funds

		2023 £	2022 £
Fares and Trips		49,385	32,915
Garage Services		-	-
BSOG fuel rebate		4,895	2,567
Other activities		2,190	29,454
		-----	-----
		56,470	64,936
		=====	=====

5c. Income from investments

		2023 £	2022 £
Bank interest receivable		-	-
		=====	=====

5d. Incoming resources from charitable activities

		2023 £	2022 £
Grants: restricted funds	13	-	-
		=====	=====

Total Incoming Resources

56,510	64,936
=====	=====

DENE VALLEY COMMUNITY TRANSPORT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31ST MARCH 2023

6. RESOURCES EXPENDED

6a. Charitable activities

	Direct Costs	Support Costs	Total 2023 £	Total 2022 £
Staffing costs	42,648	3,709	46,357	42,807
Premises costs	728	63	791	1,009
Office Rent	4,416	384	4,800	4,800
Office Expenses	943	82	1,025	968
Insurances	4,106	357	4,463	4,402
Volunteer Expenses	-	-	-	500
Sundry Expenses	971	84	1,055	792
Bad Debt Provision	-	-	-	-
Depreciation of owned assets	9,186	799	9,985	23,259
(Profit) Loss on sale of owned assets	(92)	(8)	(100)	(1,667)
	<hr/>	<hr/>	<hr/>	<hr/>
	62,906	5,470	68,376	76,870
	=====	=====	=====	=====

6b. Costs of generating funds

	Direct Costs	Support Costs	Total 2023 £	Total 2022 £
Garage Purchases	1,068	93	1,161	3,455
Fuel	9,757	848	10,605	4,764
Vehicle Maintenance	8,098	704	8,802	3,688
Costs of Other Activities	842	73	915	865
	<hr/>	<hr/>	<hr/>	<hr/>
	19,765	1,718	21,483	12,772
	=====	=====	=====	=====

6c. Governance costs

	2023 £	2022 £
Professional and other fees	513	861
Independent Examination	-	-
	<hr/>	<hr/>
	513	861
	=====	=====
Total Resources Expended	90,372	90,503
	=====	=====

7. NET INCOMING / (OUTGOING) RESOURCES

	2023 £	2022 £
Net resources are stated after charging / (crediting):		
Depreciation of owned assets	9,985	23,259
(Profit) Loss on sale of owned assets	(100)	(1,667)
Independent Examination Costs	-	-
	=====	=====

DENE VALLEY COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2023

8. TRUSTEES DISCLOSURE

	2023 £	2022 £
Trustees remuneration and benefits	-	-
Trustees expenses	-	-

9. STAFF COSTS

	2023 £	2022 £
Wages and salaries	46,357	42,807
Social Security costs	-	-
Pension costs	-	-
	<hr/>	<hr/>
	46,357	42,807
	=====	=====

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

	2023	2022
Charitable Activities	4	4
Administration and Support	2	2
	<hr/>	<hr/>
	6	6
	=====	=====

No employee earned in excess of £60,000

DENE VALLEY COMMUNITY TRANSPORT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31ST MARCH 2023

10. FIXED ASSETS

(a) Tangible (all unrestricted)

	Freehold Land & Buildings	Vehicles	Gym Equipment	Other Plant & Equipment	Total
	£	£	£	£	£
COST					
At 1st April 2022	194,146	219,557	5,652	10,646	430,001
Additions during year	-	-	-	3,746	3,746
Disposals during year	-	-	-	-	-
Adjustment	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31st March 2023	194,146	219,557	5,652	14,392	433,747
	=====	=====	=====	=====	=====
DEPRECIATION					
At 1st April 2022	-	208,392	5,652	9,889	223,933
Charge for the year	-	9,451	-	534	9,985
Charge on disposals	-	-	-	-	-
Adjustment	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31st March 2023	-	217,843	5,652	10,423	233,918
	=====	=====	=====	=====	=====
NET BOOK VALUE					
At 31st March 2023	194,146	1,714	-	3,969	199,829
	=====	=====	=====	=====	=====
At 31st March 2022	194,146	11,165	-	757	206,068
	=====	=====	=====	=====	=====

11. DEBTORS

	2023 £	2022 £
Trade Debtors	20,834	21,823
Other Debtors	13,333	7,750
Prepayments and accrued income	2,214	2,214
	<hr/>	<hr/>
	36,381	31,787
	=====	=====

12. CREDITORS - amounts falling due within one year

	2023 £	2022 £
Trade Creditors	11,192	6,874
Social Security and Other Taxes	(2,970)	(2,931)
Other Creditors	27,731	28,320
Accruals and Deferred Income	20,218	20,218
	<hr/>	<hr/>
	56,171	52,481
	=====	=====