

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31st January 2022
For
O Ddrws I Ddrws

Charity Registration Number: 1098057
Company Number 04638820 (England & Wales)

A. Hughes-Jones, Dyson & Co
Chartered Accountants
Caernarfon

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for the Year Ended 31st January 2022

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Report of the Trustees **for the Year Ended 31st January 2022**

The trustees who are also directors of the charity for the purpose of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st January 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 2015).

Objectives and activities for the public benefit

Objectives and aims

Provide a community transport service for the residents of Llŷn community who are in need of such a service due to age, illness or disability (mental or physical), or poverty, or due to lack of availability of adequate and safe services for passengers.

In providing its service, the aim of O Ddrws i Ddrws is to tackle issues of loneliness, isolation, transport poverty, lack of access to services and to improve health.

Public Benefit

The main aim is to enable people to attend hospital appointments, provide transport for community groups and volunteers and provide transport to and from rural villages in the area for visitors and residents who wouldn't be able to travel between these villages otherwise.

Achievements and performance

Covid-19 pandemic restrictions were still in force, to various degrees, in Wales during 2021 which has had a corresponding impact on the services we provide, more so as a majority of our passengers would be classed as vulnerable to Covid-19. Our passengers were never sure of the changing restrictions and were naturally nervous about traveling so mostly decided to stay at home. However, we did complete 2,026 passenger journeys, an average of almost 8 per working day, in our own vehicles with our own drivers during this period, and without our volunteer drivers.

We were able to pilot a demand responsive public transport service, fflecsi Llŷn, during the summer, July to September inc. which demonstrated some potential and will be trialled again in 2022.

The Lôn I Les project was launched in September, a three-year lottery funded programme to address loneliness and isolation problems among our cohort caused by Covid restrictions.

The Area

The area serviced is Llŷn, from Llanystumdwy to Trefor and over to Aberdaron. The service is offered to residents who have appointments beyond the area to be transported from their home to the appointment and back. For example, to Allt Wen, Ysbyty Gwynedd, Ysbyty Bodelwyddan and even Liverpool and Manchester.

The service

Providing the service of O Ddrws i Ddrws are 3 members of full-time staff:

Co-ordinator – who fulfils the majority of day-to-day work

Driver – the first choice for every journey

Project Manager– to develop the business and ensure financial health

As well as three on demand drivers and one Lon I Les part time project worker.

The service uses: 4 minibuses one of which was sold, 1 WAV (Wheelchair Adapted Vehicle) and a self-drive, electric share car was added to the fleet in June. An electric minibus will be added in February 22.

Report of the Trustees
for the Year Ended 31st January 2022

Developments

As mentioned above - We were able to pilot a demand responsive public transport service, fflecsi Llŷn, during the summer, July to September inclusive which demonstrated some potential and will be trialled again in 2022.

The Lôn I Les project was launched in September, a three-year lottery funded programme to address loneliness and isolation problems caused by Covid restrictions.

Sources of Income

A charity and not for profit organization such as O Ddrws i Ddrws has four sources of income:

Trade – the fees we charge our passengers.

Donations – gifts and legacies from grateful service users.

Grants – from Gwynedd Council, Welsh Government, European Union and various trusts and foundations

Contracts – non commercial service delivery e.g. school run when no other supplier is suitable.

Reserves Policy

In order to ensure the continuation of services if any financial problems arose, the Board of O Ddrws i Ddrws has agreed to maintain a certain level of contingency funds to ensure the continuation of the services' main activities for a period of three months.

The Board's main concerns are to ensure that:

- members of staff can continue working, mainly to maintain Finance
- members / service users are supported in being referred to other Services
- the vehicles are always securely maintained for use on the roads through regular servicing and inspection

The contingency fund policy is reviewed annually and whenever there are significant changes to staff hours or staff numbers.

Structure, governance and management

Governing document

The charity is managed by its governing document, memorandum and social articles, and is a company limited by guarantee, as defined by the Companies Act 2006

Recruitment and appointment of new trustees

The Board of Trustees is elected annually by the members during the charity's Annual General Meeting and retiring members will be eligible to be re-elected without further nomination.

Completed nominations are received up to 7 days before the date of the meeting.

Invitations for nominations for the role of a Trustee are sent to every member with the AGM notice.

The nominated person's signature is needed as well as a signature from the proposer and seconder for every nomination and it is a requirement that all are members of the Charity.

Unless appointed differently by the Charity in an AGM the number of Trustees will not be less than two and no more than ten.

Report of the Trustees
for the Year Ended 31st January 2022

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.

Governance risks- Trustees take their roles seriously and aim to run the organisation as effectively as possible.

Financial risks- O Ddrws I Ddrws aims to mitigate any risks to the organisation. O Ddrws I Ddrws ensures that the reserves held will cover all legal obligations.

Environmental and External factors- Public perception and upholding a good relationship with funders is essential for the organisation. Government policy may change- we feed in to any consultations ensuring that the voice of our sector and the needs of our clients are met.

Reference and Administrative Details

Company number	04638820 (England & Wales)
Charity number	1098057
Registered office	Ddrws Agored, Stryd Y Plas, Nefyn, Pwllheli, Gwynedd, LL53 6HP
Trustees	R H W Williams (Chairman) W R Jones (Treasurer) M Williams (Secretary) A G Owen S Owen G T Jones A Williams W M Hughes (Appointed 25.5.2021) Mrs E M E Davies (Resigned 20.4.21)
Independent Examiner	Mr Brian Hughes, A Hughes Jones Dyson & Co Capel Moreia, South Penrallt, Caernarfon , Gwynedd, LL55 1NS

Approved by the board of trustees on 14th September 2022 and signed on its behalf by:

-Trustee

I report to the trustees on my examination the accounts of the company for the year ended 31st January 2022 which are set out on pages 5 - 10.

Responsibilities and Basis of Report

As the Charity's trustees of the company (and also its directors for the purpose 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 Report

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 accounting 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 the 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 this examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

B Hughes FCA
A. Hughes Jones Dyson & Co.
Chartered Accountants
Capel Moreia, South Penrallt
Caernarfon, Gwynedd, LL55 1NS.

Date:

O Ddrws I Ddrws**Statement of Financial Activities for the Year Ended 31st January 2022**

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	Notes	£	£	2022 £	2021 £
<u>Income</u>					
Donations and legacies	2	8,529	-	8,529	16,058
Investment income- Interest		1	-	1	9
Trading Activities	3	31,104	-	31,104	45,742
Income from charitable activities	4	<u>147,102</u>	<u>-</u>	<u>147,102</u>	<u>83,352</u>
Total income		<u>186,736</u>	<u>-</u>	<u>186,736</u>	<u>145,161</u>
<u>Expenditure</u>					
Charitable activities	5	136,976	-	136,976	104,705
Support costs	6	<u>22,578</u>	<u>-</u>	<u>22,578</u>	<u>20,398</u>
Total Expenditure		<u>159,554</u>	<u>-</u>	<u>159,554</u>	<u>125,103</u>
Net Income		27,182	-	27,182	20,058
Transfers between funds		-	-	-	-
Fund balances at 1st February 2021		<u>112,225</u>	<u>-</u>	<u>112,225</u>	<u>92,167</u>
Fund balances at 31st January 2022		<u>139,407</u>	<u>-</u>	<u>139,407</u>	<u>112,225</u>

O Ddrws I Ddrws**Balance Sheet as at 31st January 2022**

Company number: 04638820

	Notes	2022		2021	
		£	£	£	£
Fixed Assets					
Tangible Assets	9		78,491		67,895
Current Assets					
Debtors	10	75,681		27,615	
Cash at Bank and In Hand		116,769		22,095	
		<u>192,450</u>		<u>49,710</u>	
Creditors: amounts falling due within one year	11	<u>(131,534)</u>		<u>(5,380)</u>	
Net Current Assets			<u>60,916</u>		<u>44,330</u>
Total assets less current liabilities			<u>139,407</u>		<u>112,225</u>
Income funds					
Restricted funds	12	-		-	
Unrestricted funds		<u>139,407</u>		<u>112,225</u>	
		<u>139,407</u>		<u>112,225</u>	

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st January 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st January 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 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 company as at the end of each financial year and of its profit or loss 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 company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The Financial Statements were approved by the Trustees on 14th September 2022 and signed on their behalf by:

Trustee

Trustee

1 Accounting Policies**1.1 Basis of preparation**

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.

1.2 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. Grants towards capital expenditure are released to the profit and loss account over the expected useful life of the asset. Grants towards revenue expenditure are released to the profit and loss as the related expenditure is incurred.

1.3 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.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant & Machinery	25% reducing balance
Motor vehicles	25% reducing balance

1.5 Taxation

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

1.6 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.

2 Donations and legacies	Unrestricted	Restricted	Total	Total
	Funds	Funds	2022	2021
	£	£	£	£
Donations	8,529	-	8,529	16,058
	<u>8,529</u>	<u>-</u>	<u>8,529</u>	<u>16,058</u>
3 Other trading activities	Unrestricted	Restricted	Total	Total
	Funds	Funds	2022	2021
	£	£	£	£
Job Retention Scheme Grants	7,803	-	7,803	38,681
MPV fares	23,301	-	23,301	6,000
Volunteer drivers fares	-	-	-	1,061
	<u>31,104</u>	<u>-</u>	<u>31,104</u>	<u>45,742</u>

O Ddrws I Ddrws**Notes To The Accounts For The Year Ended 31st January 2022**

4	Income from charitable activities	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
	BSSG Grant	28,110	-	28,110	27,446
	Nefyn Town Trust	-	-	-	3,000
	AHNE	16,200	-	16,200	-
	Llywodraeth Cymru	20,086	-	20,086	-
	Steve Morgan Foundation	12,500	-	12,500	-
	Capital Grants	37,200	-	37,200	35,145
	Loteri Cenedlaethol	11,362	-	11,362	-
	Cyngor Gwynedd- Cynllun Dyffryn Nantlle	-	-	-	6,031
	Cyngor Gwynedd- Costal Bus	19,260	-	19,260	-
	Other Grants	2,384	-	2,384	10,865
	Subscriptions	-	-	-	380
	Other income	-	-	-	485
		<u>147,102</u>	<u>-</u>	<u>147,102</u>	<u>83,352</u>
5	Charitable activities	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
	Wages	84,543	-	84,543	62,606
	Staff training	300	-	300	-
	Volunteer drivers	-	-	-	1,895
	Motor expenses	17,874	-	17,874	10,918
	Project Costs	1,667	-	1,667	929
	Subscriptions	120	-	120	165
	Insurance	888	-	888	825
	Advertising	383	-	383	336
	Rent	4,800	-	4,800	4,400
	Depreciation	<u>26,401</u>	<u>-</u>	<u>26,401</u>	<u>22,631</u>
		<u>136,976</u>	<u>-</u>	<u>136,976</u>	<u>104,705</u>
6	Support costs	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
	Telephone, postage & stationery	2,183	-	2,183	2,211
	Computer costs	1,887	-	1,887	1,954
	Other Expenses	1,331	-	1,331	1,603
	Bank charges	18	-	18	-
	Professional fees	14,327	-	14,327	12,470
	Accountancy	2,832	-	2,832	2,160
		<u>22,578</u>	<u>-</u>	<u>22,578</u>	<u>20,398</u>

O Ddrws I Ddrws**Notes To The Accounts For The Year Ended 31st January 2022****7 Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year ended 31st January 2022 nor for the previous year.

No expenses were paid to trustees in the current financial year (2021 £Nil)

8 Employees

The average number of employees was 7 (2021 5)

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

9 Tangible fixed assets

	Plant & Machinery	Motor Vehicles	Total
	£	£	£
Cost			
At 1st February 2021	66,755	126,828	193,583
Additions	799	37,200	37,999
Disposals	-	(16,515)	(16,515)
At 31st January 2022	67,554	147,513	215,067
Depreciation			
At 1st February 2021	53,452	72,236	125,688
Charge for the year	3,525	22,638	26,163
	-	(15,275)	(15,275)
At 31st January 2022	56,977	79,599	136,576
Net book value			
At 31st January 2022	10,577	67,914	78,491
At 31st January 2021	13,303	54,592	67,895

10 Debtors

	2022	2021
	£	£
Other debtors	8,501	25,275
Prepayments	67,180	2,340
	75,681	27,615

11 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	5,759	3,681
Deferred Grants	119,362	-
Accruals and deferred income	6,413	1,699
	131,534	5,380

O Ddrws I Ddrws**Notes To The Accounts For The Year Ended 31st January 2022****12 Movement in Funds**

	At 1.2.21	Net movement in funds	At 31.1.2022
	£	£	£
Unrestricted funds			
General fund	112,225	27,182	139,407
Restricred funds			
	-	-	-
Total Funds	<u>112,225</u>	<u>27,182</u>	<u>139,407</u>

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

	Incoming Resources	Resources Expended	Transfers Between Funds	Movement in Funds
	£	£	£	£
Unrestricted funds				
General fund	186,736	159,554	-	27,182
Restricred funds				
	-	-	-	-
Total Funds	<u>186,736</u>	<u>159,554</u>	<u>-</u>	<u>27,182</u>

Comparatives for movement in funds

	At 1.2.20	Net movement in funds	At 31.1.2021
	£	£	£
Unrestricted funds			
General fund	92,167	20,058	112,225
Restricred funds			
	-	-	-
Total Funds	<u>92,167</u>	<u>20,058</u>	<u>112,225</u>

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

	Incoming Resources	Resources Expended	Movement in Funds
	£	£	£
Unrestricted funds			
General fund	145,161	125,103	20,058
Restricred funds			
	-	-	-
Total Funds	<u>145,161</u>	<u>125,103</u>	<u>20,058</u>

13 Related Party Disclosures

Rent of £4,800 was paid to Drws Agored Cyf a company in which Mr M Williams is a director.
No donations were received from trustees.