

**SOUTH SOMERSET COMMUNITY
ACCESSIBLE TRANSPORT**

ACCOUNTS

YEAR ENDED 31 MARCH 2024

CONTENTS	PAGE
Directors' report	1-3
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7-10

Company registration number 4968756

Registered Charity number 1101645

MAX FOOTE ASSOCIATES LIMITED

CHARTERED CERTIFIED ACCOUNTANTS

2 BAILEY HILL, CASTLE CARY, SOMERSET, BA7 7AD

South Somerset Community Accessible Transport

DIRECTORS' REPORT

The directors present their report with the statutory accounts of the company for the period ended 31 March 2024.

CONSTITUTION

South Somerset Community Accessible Transport (Catbus) is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Registered company number 4968756; Registered charity number 1101645.

PRINCIPAL ACTIVITIES AND OBJECTIVES

The principal activities of the company are to provide accessible and affordable community transport to a rural area of South Somerset.

The objects of Catbus are to provide a community transport service for such of the inhabitants of South East Somerset who are in need of such a service because of age, sickness or disability (mental or physical), or poverty, or because of a lack of availability of adequate and safe public passenger services.

DIRECTORS

The company is limited by guarantee not having a share capital. The directors, who are all trustees of the charity, holding office during the year were as follows:

A P Arnold
N Anderson – Chairman
N Truman
S Place
J Holt
N Shepherd
A D Moore
A R Pitt

APPOINTMENT AND TRAINING OF DIRECTORS

Directors are appointed by the existing board of directors and members at Ordinary and Annual General meetings. Newly appointed directors are given a verbal induction together with current relevant papers including the governing document, policies and minutes of previous meetings. At each board meeting financial reports of budget progress to date and operational reports, including statistical summaries of work undertaken, are provided.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The directors meet quarterly to set budgets and operational targets and review performance against the goals set. The day to day running of the charity is delegated to the Operations Manager.

PUBLIC BENEFIT

The directors confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. Catbus's purpose is to assist the young, the aged and disabled and to promote community interests by providing its users with the opportunity for independence and greater social inclusion through its offer of community transport.

South Somerset Community Accessible Transport

DIRECTORS' REPORT

...continued

ACHIEVEMENTS AND PERFORMANCE

The core business of the company is a successful on-demand responsive door to door Ring & Ride service. CATBus operates five wheelchair accessible minibuses under section 19 permits to provide transport to people in South East Somerset, who are unable to use public transport or because that service does not suit.

Our membership numbers continue to increase and passenger usage also continues to increase. Such demand brings an uplift in maintenance costs on our buses, so we ordered two new 16-seat vehicles, in November 2023, and are currently awaiting a delivery date.

We continue to promote CATBus as the Ring & Ride, door-to-door service and the new logos on the buses has been well received, which allows passengers to instantly recognise the CATBus.

We have recruited two new bus drivers and have two further drivers about to undertake their induction. Sourcing Social Car drivers continues to be challenging, especially as demand for the service is at its highest level since the scheme started. We appeal for new drivers at every event we attend, to promote the CATBus and at our presentations to our Local Town Councils. We have provided social cars for over 350 medical appointments, outside our normal bus journeys, over the past four months.

Following the closure of the Wincanton Transport depot in Wincanton, we had to relocate our buses and are delighted that The Jockey Club have provided secure parking at Wincanton Racecourse, for which we are most grateful.

CATBus continues to be the main provider of affordable community transport for South East Somerset and is an invaluable service to its passengers, who, without our accessible minibuses, many would be isolated in their own homes unable to access essential services.

FINANCIAL REVIEW

The statement of financial activities and balance sheet are set out on pages 5 and 6 of the accounts. The charity recorded a surplus of £7,597 on unrestricted funds but decreased restricted funds by £1,323 in the year ended 31 March 2024. Catbus will continue to be proactive in its fundraising policies.

RESERVES POLICY

The directors have established a policy whereby sufficient unrestricted funds should be accumulated over time to enable the continuation of the charity's operation for a period of six to eight months and to provide for the funding of anticipated capital expenditure not covered by restricted funds.

The directors note that the reserves at the 31 March 2024 are in accord to this policy.

South Somerset Community Accessible Transport

DIRECTORS' REPORT

...continued

DIRECTORS' RESPONSIBILITIES

The directors are required by UK company law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the statement of financial activities of the company for that period. In preparing these financial statements the directors are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on a 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. They 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.

The directors have complied with the duty in section 4 of the Companies Act 2006 to have due regard to guidance published by the Charity Commission.

ADDRESS

The principal address of the company is The Balsam Centre, Balsam Park, Wincanton BA9 9HB.

ADVISORS

The company's advisors are:

Accountants: Max Foote Associates Ltd, 2 Bailey Hill, Castle Cary, Somerset BA7 7AD

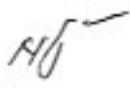
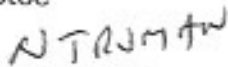
Bankers: The Co-operative Bank, PO Box 250, Delf House, Southway, Skelmersdale WN8 6WT

ACCOUNTS

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum & Articles of Association, and 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.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

ON BEHALF OF THE BOARD


Trustee


Dated: 20 August 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE UNAUDITED ACCOUNTS OF SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

I report to the trustees on the accounts of South Somerset Community Accessible Transport for the year ended 31 March 2024, which are set out on pages 5 to 01.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.


Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to examine the accounts under section 145 of the 2011 Act; to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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 the seeking of 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, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with s386 of the Companies Act 2006 and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: 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)) have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sian Hill FCCA
Max Foote Associates Limited
Chartered Certified Accountants
2 Bailey Hill
Castle Cary
Somerset
BA7 7AD

Dated: 20 August 2024

SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2024

	Note	2024 Unrestricted Fund £	2024 Restricted Funds £	2024 Total £	2023 Total £
Income					
Donations and grants	2	58,287	-	58,287	54,512
Charitable activities	3	96,443	-	96,443	84,343
Investment income - interest received		509	-	509	-
Total income		<u>155,239</u>	<u>-</u>	<u>155,239</u>	<u>138,855</u>
Expenditure					
Charitable activities	4	147,642	1,323	148,965	128,251
Total expenditure		<u>147,642</u>	<u>1,323</u>	<u>148,965</u>	<u>128,251</u>
Net income/(expenditure) representing a net movement in fund		7,597	(1,323)	6,274	10,604
Reconciliation of funds					
Total funds brought forward		<u>103,784</u>	<u>51,471</u>	<u>155,255</u>	<u>144,651</u>
Total funds carried forward		<u>111,381</u>	<u>50,148</u>	<u>161,529</u>	<u>155,255</u>

SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

BALANCE SHEET AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	9	67,332	64,304
Current assets			
Debtors	10	18,705	3,317
Cash at bank and in hand		79,741	91,130
Total current assets		<u>98,446</u>	<u>94,447</u>
Liabilities			
Creditors falling due within one year	11	(4,249)	(3,496)
Net current assets		<u>94,197</u>	<u>90,951</u>
Net assets		<u>161,529</u>	<u>155,255</u>
The funds of the charity:			
Restricted income funds	12	50,148	51,471
Unrestricted income funds	12	111,381	103,784
		<u>161,529</u>	<u>155,255</u>

The directors are satisfied that the company was entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledges their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts were approved by the board on 20 August 2024.

ON BEHALF OF THE BOARD,

Name: *NORMAN*
Position: *Trustee*

Date: 20 August 2024

SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2024

1 ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below and have been consistently applied.

a) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

South Somerset Community Accessible Transport meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value.

b) Depreciation

Depreciation has been computed to write off the cost of tangible fixed assets less residual value over their expected useful lives using the following rates:-

Minibuses	10% straight line method
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The depreciation base was changed this year as the residual values of vehicles is now considered to be significantly higher than in previous years. The depreciation charge this year is therefore lower.

Fixed assets costing less than £1,000 are not capitalised.

c) Income recognition

Group hire charges, fares and membership fees

Group hire charges, fares and membership fees are accounted for on a receivable basis.

Grants receivable

Grants receivable are accounted for when the charity becomes fully entitled to the funding.

Fuel Duty Rebates

Fuel Duty Rebates are accounted for on a receivable basis.

d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings appropriate to the organisation. Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

e) Funds structure

Unrestricted fund

Income within this fund has been generated by the charity and the use of such income has not been restricted to a particular purpose. In addition to meeting the costs of activities in furtherance of the charity's objects, the unrestricted fund has to pay for the general administration of the company.

Restricted funds

These are funds restricted to a particular purpose. The charity has two restricted funds:

The Minibus Fund represents funds raised and grants received for the purchase and replacement of buses.

The Software fund represents grants received for the purchase of specialist community transport software.

f) Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. There were no outstanding contributions at the year end.

SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2024

2 INCOME

	Unrestricted funds	Restricted funds	Total funds 2024 £	Total funds 2023 £
Donations and Grants				
Grants from Town and Parish Councils	8,425	-	8,425	11,410
Grant from South Somerset District Council	-	-	-	10,000
Donation from Somerset Community Foundation	10,000	-	10,000	7,350
Donation from Sherborne Classic Car Show 2023	6,000	-	6,000	-
Donation from Friends of Verrington Hospital	5,000	-	5,000	5,000
Donation from Albert Hunt	3,000	-	3,000	-
Donation from Cary Cares	1,500	-	1,500	-
Donation from The Co-operative Fund	1,020	-	1,020	-
Donation from Penselwood Parochial Church Council	800	-	800	-
Donation from Arnold Clark Foundation	-	-	-	1,000
Other Donations	22,542	-	22,542	19,752
Total income from donations and grants	58,287	-	58,287	54,512

3 INCOME FROM CHARITABLE ACTIVITIES

Group hire charges and contracts	27,919	-	27,919	22,885
Fares and membership fees	31,640	-	31,640	27,176
Concessionary fare rebates	29,322	-	29,322	27,696
Fuel Duty rebates	4,559	-	4,559	4,365
Employment allowance *	3,003	-	3,003	2,221
Total income from charitable activities	96,443	-	96,443	84,343

4 EXPENDITURE

	Activities undertaken directly £	Support Costs £	Total 2024 £	Total 2023 £
Expenditure on charitable activities				
Provision of transport services:				
Fuel	12,526	-	12,526	13,940
Vehicle maintenance	21,113	-	21,113	9,421
Vehicle licences and insurance	6,015	-	6,015	4,179
Vehicle depreciation	1,972	-	1,972	1,972
Salaries - Drivers	50,699	-	50,699	44,146
Salaries - Operations Manager	27,377	-	27,377	23,632
Pension - Drivers	133	-	133	59
Pension - Operations Manager	639	-	639	522
Employers' National Insurance - Drivers *	480	-	480	111
Employers' National Insurance - Operations Manager *	2,523	-	2,523	2,110
Miscellaneous transport costs	564	-	564	489
Training	165	-	165	405
Protective clothing and personal protective equipment	30	-	30	67
Bad debts written off	-	-	-	2,541
Support costs - note 6	-	24,729	24,729	24,657
Total of expenditure on charitable activities	124,236	24,729	148,965	128,251

* All Employer's National Insurance costs were covered by the Employment Allowance claimed during the year.

SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2024

6 ALLOCATION OF SUPPORT COSTS BY ACTIVITY

	Apportionment method	Provision of transport services 2024 £	Provision of transport services 2023 £
Insurance	Actual use	877	926
Subscriptions	Actual use	120	120
Salaries - finance and administration	Actual use	15,264	12,639
Advertising and recruitment	Actual use	1,169	1,552
Rent, rates and room hire	Actual use	2,562	2,366
Telephone	Actual use	1,872	2,807
Office equipment repairs and renewals	Actual use	96	2,062
Printing, postage and stationery	Actual use	603	437
Software	Actual use	327	251
Bank charges	Actual use	288	117
Legal fees	Actual use	303	48
Accountancy	Actual use	1,248	1,332
		<u>24,729</u>	<u>24,657</u>

7 STAFF COSTS

	Total 2024 £	Total 2023 £
Gross wages and salaries	93,340	80,417
Social security costs	3,003	2,221
	<u>96,343</u>	<u>82,638</u>
Average number of employees	<u>16</u>	<u>15</u>

The following Trustees received emoluments as drivers:

Andrew Moore - £4,126 (2023 - £3,634)

Adrian Pitt - £10,242.41 (2023 - £9,099)

No employee received emoluments of more than £60,000.

8 NET INCOME FOR THE YEAR

	2024 £	2023 £
This is stated after charging:		
Depreciation of tangible assets - owned	<u>1,972</u>	<u>1,972</u>

9 TANGIBLE FIXED ASSETS

	Minibuses £
COST	
At 1 April 2023	191,743
Additions	5,000
Disposals	-
At 31 March 2024	<u>196,743</u>
DEPRECIATION	
At 1 April 2023	127,439
Charge for the year	1,972
Eliminated on disposals	-
At 31 March 2024	<u>129,411</u>
NET BOOK VALUE	
At 31 March 2024	<u>67,332</u>
At 31 March 2023	<u>64,304</u>

SOUTH SOMERSET COMMUNITY ACCESSIBLE TRANSPORT

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2024

10 DEBTORS	2024	2023
	£	£
Trade debtors	377	350
Other debtors	18,328	2,967
	<u>18,705</u>	<u>3,317</u>
	=====	=====
11 CREDITORS	2024	2023
- amounts falling due within one year	£	£
Trade creditors	2,219	1,922
Taxation and social security	939	641
Other creditors	1,091	933
	<u>4,249</u>	<u>3,496</u>
	=====	=====

12 MOVEMENTS IN FUNDS

	Unrestricted Funds	Restricted Funds		Total Funds
	£	Minibus Fund	Software Fund	£
Balance at 1 April 2023	103,784	49,278	2,193	155,255
Incoming resources	155,239	-	-	155,239
Outgoing resources	(147,642)	(1,323)	-	(148,965)
	<u>111,381</u>	<u>47,955</u>	<u>2,193</u>	<u>161,529</u>
	=====	=====	=====	=====

The Minibus fund is for donations and grants to fund the purchase and replacement costs of minibuses. The cost of the minibuses has been included in the balance sheet as a tangible fixed asset.

The balance on the Minibus fund includes £47,955 (2023 £49,278) which will be written off as depreciation over the useful life of the buses.

13 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds		Total Funds
	£	Minibus Fund	Software Fund	£
Tangible fixed assets	29,381	37,951	-	67,332
Cash at bank and in hand	77,548	-	2,193	79,741
Other current net assets/(liabilities)	14,456	-	-	14,456
	<u>121,385</u>	<u>37,951</u>	<u>2,193</u>	<u>161,529</u>
	=====	=====	=====	=====

14 CAPITAL COMMITMENTS

The Charity ordered a minibus during the year. A deposit of £14,605.75 has been paid in the year. The Charity is committed to a further payment of £43,817.25 on delivery.