

# — WORKINGTON — TRANSPORT HERITAGE TRUST

Reports, Accounts & Agenda  
Year Ending 31<sup>st</sup> March 2024 for  
Workington Transport Heritage Trust  
Annual General Meeting to be held at  
Station Road Club, Workington, on  
**Thu 5<sup>th</sup> Sep 2024 at 7.00pm**



**Some of the volunteer team responsible for renovating M.A.N. X805 SRM and returning it to its Stagecoach stripes livery**

# **Agenda for WTHT AGM**

Thursday 5<sup>th</sup> September 2024 at 7pm  
at Station Road Club, Falcon Street, Workington

1. Apologies for absence
2. To adopt the minutes of the 20th AGM of 7<sup>th</sup> Sep 2023
3. Chairman's Report
4. Secretary's Report
5. Treasurer's Report and Accounts to 31st March 2024
6. Reports of other Officers
7. Election of Council of Management (directors)
8. Any other business

In accordance with the Articles of Association, nominations for the election of Council members (directors) should be received by the Secretary by 15th August 2024, along with names & signatures of proposer & seconder.

Any resolution for alteration of the Articles must also be received in writing by the Secretary by 15<sup>th</sup> August for it to be considered at this meeting.

Workington Transport Heritage Trust is a Company Limited by Guarantee.

It is registered in England & Wales as Company Number 04767337

Registered charity number 1102725

VAT Registration number 301 3813 53

Registered Address: 22 Calva Rd, Seaton, Workington, Cumbria CA14 1DF

# Directors

Our current 8 directors, in alphabetical surname order, are:

- John Burrow (Pottery Field Shed Manager),
- Neil Dickinson (Health & Safety, Membership),
- Ian Dunn (Chairman, Trips Manager),
- Sandra Edmondson (Fundraising)
- Alistair Grey (Secretary, Transport Manager),
- Mike Morton (Vice Chairman, Archivist)
- Brian Pritchard (Newsletter Editor, Auditor),
- Derek Woodruff (Historian).

Jim Osborn resigned as membership secretary in January 2024.

In line with WTHT Articles, all directors serve for three years. Each year one third of the directors should retire in rotation.

At this AGM, the retiring directors will be N Dickinson, S Edmondson, M Morton and D Woodruff.

All are offering themselves for re-election.

In 2021, N Dickinson, S Marley, M Morton, and D Woodruff.

In 2022, A Grey was re-elected & J Osborn stood down.

In 2023, J Burrow, I Dunn & B Pritchard were re-elected.

In 2025, A Grey is due to stand down.

## Other roles:

**Treasurer** Denise Grey.

**Volunteer Coordinator** David Wallace

**Social media/website** Mark Hall

**Rally planner** Ian Hitchcox

## **Chairman's Report**

2024 - in the words of someone more wise, "it's been emotional".

The roller coaster of the job of the man at the front is challenging to say the least. Between juggling family life, working full time, running day trips and private hires, to making sure we are compliant on our operations licence and everything in between, and for no financial reward, people must think myself and others are mad! So why do we subject ourselves to it? We could quite easily sit at home watching the TV with a glass of something nice in hand.

For myself, well it's the pride I can take in everything we achieve. I don't for one minute try to pass off all we achieve as my own doing, it's the hard-working volunteers that put the hours in to make sure our heritage fleet is kept up to standard and used to show off our buses to the wider world.

We have exciting times ahead - our first building solely for the maintenance and restoration of heritage buses. But this comes at a cost and we now have to work harder to ensure our finances stay stable with added costs the building will land us with. In the last 12 months we have hit another milestone, by employing people for the first time in our history. These paid drivers mean we can commit to more work on the operational side, meaning we can now make more money, something that has slowly been proven over the last 12 months.

We have attended more rallies than ever, getting our heritage fleet out there for the general public to enjoy. Our social media is constantly going from strength to strength, with dedicated people managing it on a regular basis. One comment on social media that has stuck with me is the quote "best preservation group in the country". That was made by an enthusiast who has been watching our group continue to grow and hit new heights. Our diverse collection of buses attracts the attention of all generations, especially the Osprey Bus and 805 as younger generations can relate to them. Bus preservation cannot stand still, and other groups that continue to stick with older vehicles and are not welcoming to the younger generations will struggle to survive in the future. An interesting video on YouTube explored this issue and it will become a problem to other groups in years to come. I would recommend people view the video for some interesting reality on bus preservation in the future.

Fortunately, our group doesn't have this issue, but we need to actively encourage the younger generations to get involved. The same thing applies to them and the older generation, it was the buses of their youth they want to remember. A 20 or 30 something year old person will have no interest in a half cab but show them a E300 or a Solo and see them change their opinion! The youth of today is our future, and they will carry on with our mission of preserving vehicles in the future.

All that leaves me to say is a big thanks for everyone's hard work and effort in making the trust what it is today! Without you the trust simply would not exist or survive in the future.

*Ian Dunn, Chairman*

# **Secretary's Report**

**Workington Transport Heritage Trust**  
(A Company Limited by Guarantee)

## **Financial Statements**

**Report of the Management Committee for the year ended 31<sup>st</sup> March 2024**

### **Reference and Administrative Information**

**Charity Name:** Workington Transport Heritage Trust

**Charity Registration Number:** 1102725

**Company Registration No:** 04767337

**Registered Office:** 22 Calva Road, Seaton,  
Workington, Cumbria, CA14 1DF

**Site Addresses:**

Unit 23, Joseph Noble Rd  
Lillyhall  
Workington  
CA14 4JX

Pottery Field Workshop  
Lowther Road  
Clay Flatts  
Workington CA14 2TG

Sales Outlet Room at Workington Railway Station CA14 2XE

### **Management Committee at 31<sup>st</sup> March 2023:**

Ian Dunn	Chairman
Mike Morton	Vice Chairman
Alistair Grey	Secretary
Neil Dickinson	Health & Safety
Brian Pritchard	Auditor
John Burrow	Pottery Field Manager
Derek Woodruff	Historian
Sandra Edmondson	Fundraising

**Bankers:** Cumberland Building Soc, Pow St, Workington, CA14 3AG  
Lloyds Bank, Business Banking, BX1 1LT

**Solicitors:** Milburns, 21-23 Oxford Street, Workington, CA14 2AL

**Accountants:** Quills, Rear of 54A Main Street, Cockermouth CA13 9LU

## **Aims and Objectives**

The charity's purposes as set out in the objects contained in the company's Memorandum of Association are the advancement of the public interest by the preservation and display of railway locomotives, railway vehicles, buses, coaches and transport items of all kinds and age of technical or historic interest (both operational and static display) and of related rolling stock, buildings, track, machinery, equipment, memorabilia and archive material in Cumbria and elsewhere.

## **Ensuring our work delivers our aims**

We monitor our aims, objectives and activities each year.

This review looks at what we have achieved in the past 12 months, how that relates to our aims and objectives, and how we aim to develop next year.

We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims & objectives and in planning future activities.

## **The focus of our work**

Our main objectives continue to be education and interpretation to the public of the transport and related industrial history of the local and wider area around Workington and West Cumbria.

The strategies we used to meet these objectives included:

- Trips in some of our heritage vehicles to events and vehicle rallies.
- Taking vehicles out into the community to educate and inspire.
- Development of educational material in printed booklets, on our website and social media.
- Ongoing restoration and maintenance of our fleet of historic vehicles.
- Developing plans for a building to ensure that we can safely house and maintain our collection.
- Running our PCV Operators Licence to generate extra funds from hiring out buses, running trips and rail replacement services.
- Working with Arriva Road Transport Services and the National Association of Road Transport Museums to improve our standards.
- Working with local schools, museums and other groups to promote a wider interest in the history of road and rail transport.
- Working with others so that historically significant vehicles are saved.
- Our 28 page members newsletter *Wheels and Tracks* continues to be published quarterly.

### **How our activities deliver public benefit**

As an educationally based charity, our focus is on attracting visitors to view and interact with our vehicles and mobile displays. Our collection now represents vehicles from different eras which appeal to different audiences.

We made the most of opportunities to take our vehicles out for the public to experience, though the year saw a number of events cancelled due to bad weather

### **Trips and outreach activities**

Our vehicles were out and about on a variety of occasions:

- 165 rail replacement duties,
- 32 coach trips, (24 previous year),
- 18 private hires (25 previous year),
- Our second 2 day bus rally on Whitehaven harbour,
- 24 days at other rallies, events & school visits,
- Park & ride services at Cockermouth and Keswick shows.

### **Volunteer development**

We continue to invest time and effort in developing the skills of our volunteers.

Safety briefs are held regularly to keep volunteers updated on safety matters.

Existing drivers continue to have their professional training kept up to date with periodic courses towards their Certificates of Professional Competence.

### **Website, social media and publicity**

Our website is used to keep the public updated, and also provides pages of historical educational information.

Our Facebook pages have over 1,000 followers and continue to play an important part in reaching out to our supporters.

We have had a number of articles in the local and wider media, and have continued with our publicity in the trade and enthusiast press.

### **Work with other groups**

We are members of:

- National Association of Road Transport Museums
- Community Rail Network
- Cumbria Council for Voluntary Service
- Cumbria Community Foundation

Additionally, we work with Barrow Transport Museum Trust, Carlisle Bus Group, and local schools & churches.

## **Friends of Workington and Whitehaven Railway Stations**

The Trust runs two sub-groups, one for each station. These involve our volunteers working in Workington station shop and in conjunction with train crew to improve the appearance of both stations with the provision and maintenance of flower displays, signage, and other work.

Income to cover this work comes as grants from Northern Trains, Community Rail Network and Workington Town Council.

Both stations are judged annually by Cumbria in Bloom judges.

## **Premises**

Having given up on the erection of a structure at our Lillyhall yard, we are now looking into leasing a unit at nearby Discovery Park which will act as a covered workshop whilst also allowing for undercover storage of a number of buses.

Our leased Pottery Field site continues to provide undercover storage of some Trust and guest vehicles.

Other vehicles are kept under cover at a site in Silloth.

## **Our Collection**

At the end of the year, this had grown to a total of 23 vehicles.

12 are in the heritage fleet, maintained to MoT class 5, of which one is on permanent loan to the Trust

4 are on the Operator Licence, maintained to MoT class 6,

1 is undergoing a body frame rebuild,

1 is a long term restoration project,

1 is pending a decision on scrapping, and

1 is used as a store shed and parts donor.

We also have an ex-county fire engine, the body of a Carlisle tram, and a service van.

Our Scammell recovery truck was sold during the year for further restoration.

A further ex Cumberland Motor Services Leyland National was brought home during the year. This brings our total of working Nationals to 6.

Efforts continued during the year to improve the mechanical condition of our fleet. This involved continued significant expenditure on renovations, repairs, repaints and inspections. We were fortunate enough to be able to call on the expertise of outside contractors experienced in our types of vehicle.

We continue to work to improve the storage, recording and presentation of our collections of paper archives, mementoes and memorabilia. These are in their own humidity controlled room at Pottery Field.



## **Financial Review**

Budgets are prepared annually. These are updated and monitored monthly by the management committee.

The opportunity to attend bus rallies with our sales stand improved this year.

Our Operator Licence has continued to perform well due to ongoing disruption on the railways, helping us to finance work on heritage vehicles.

Coach trips have proved popular, and have contributed to funds along with a number of private hires.

### **Principal Funding Sources**

- The Operator Licence generated an income of £115,000.
- Our VAT registration allowed us to reclaim £17,000 as charges for bus & coach travel are zero rated.
- Our shop at Workington rail station generated sales of £8,500. The outside sales stand generated £1,500. Income in the shop is dependent on the number of passengers travelling on the railway which is still affected by service cancellations. But what we lose in shop sales we more than make up for with rail replacement work!
- Donations were almost £4,500, including some generous amounts from members at renewal time.
- Owners of guest vehicles paid £5,000 in storage fees.
- We claimed £1,700 in Gift Aid.
- Railway station traincrew mess room tuck shops generated £1,000.
- We continue to be involved in Allerdale Lottery where members of the public support nominated causes. This earns us around £850 a year.
- The "59 Club" generated a modest £120 surplus; this gives members the chance of winning cash prizes whilst contributing to funds, though only a limited number participate. This fund was discontinued at the end of 2023 as the effort in running it outweighed the benefit.

## **Investment Policy**

Sufficient funds for 2 month's expenses are kept in our current account. Anything above this is kept in a higher interest savings account.

The trustees will consider investing any funds accumulating for future plans in commercial investment funds whenever this becomes appropriate.

All our funds are currently held in the Cumberland Building Society. Whilst the total funds held are above the Financial Services Compensation Scheme limit of £85,000, the trustees are mindful that the Cumberland is highly ethically rated, and its financial model is not as risky as some banks.

However, the option to transfer funds to other institutions is kept under review.

## **Reserves Policy**

The Trust continues to build reserves towards anticipated expenses connected with erecting a “cover” of some description to protect vehicles at Lillyhall from the worst of the weather.

The year-end reserves of £140,000 amount to 9 months of expenses, based on this year's spending.

With 3 operator discs in use, the Operator Licence dictates that we hold free reserves of at least £16,900.

## **Health and Safety**

Our lead and assistant H&S Officers continue to audit our premises, and provide guidance to keep us working safely.

## **Environmental**

We try to be responsible in our operations as outlined in our Environmental policy which is aimed at minimizing our detrimental impact on the planet.

We continue to use an online tool provided by Cumbria Action For Sustainability to estimate our carbon footprint. This takes into account our vehicle emissions, parts, service & repairs, plus an estimate for consumption of electricity, internet, phone, stationery and other consumables.

Our chosen charity for tree planting continues to be Buy Land Plant Trees which has land locally near Bassenthwaite and Loweswater. A donation has been calculated to offset this year's emissions over the next 5 years by the planting of tree saplings and restoration of wild habitats.



*Volunteers remove body panels off Leyland Lynx F251 JRM prior to the rotten body frame being rebuilt.*

## Implementation of previous plans

- Much work was done improving our heritage fleet, with around £77,000 inc VAT being spent - and we bought another heritage bus.
- Our second bus rally at Whitehaven was a success.
- Education and outreach activities continued.
- Further volunteer training was carried out.
- Pottery Field site was improved to allow work on our Leyland Lynx.



*Heritage buses are always popular with rally visitors*

## Future Plans

- To complete the lease on a covered workshop at Discovery Park, Lillyhall.
- To invest further in our heritage fleet.
- To maintain our educational open days and outreach activities.
- To invest in the ongoing training of our volunteers.
- To restore the recently purchased Leyland National HHH 372V.
- To continue to be self sufficient by generating income from trips, hires and rail replacement work under our Operator Licence.
- To continue to improve our online presence.



*Our mobile exhibition bus has proved very popular with visitors at events.*

## **Structure, Governance and Management**

### Governing Document

The Trust is a charitable company limited by guarantee, incorporated on 16<sup>th</sup> May 2003 and registered as a charity on 19<sup>th</sup> March 2004. 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.

### Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association, the members of the Management Committee are elected to serve for a period of 3 years after which they must stand down, but may offer themselves for re-election. All members of the Management Committee give their time voluntarily and received no benefits from the charity.

### Trustee Induction and Training

Our Trustee Vetting Policy asks that potential trustees are already familiar with the work of the charity before being appointed. Additionally, formal and informal training sessions are carried out as required to ensure that all trustees are familiar with aspects of running the charity, including:

- The obligations of Management Committee members,
- The main documents setting out the operational framework of the charity including the Memorandum and Articles,
- Knowledge of policies and procedures,
- Familiarisation with financial plans, budgets, and future objectives.

### Risk Management

Risk assessments for individual activities are carried out as required.

The Management Committee has agreed to undertake a review of the major risks to which it may potentially be exposed. A risk register will be established, to be reviewed and updated annually.

Where appropriate, procedures will be established to minimize risks.

Policies and procedures are in place to ensure the health and safety of trustees, volunteers and visitors engaging with the charity. These were reviewed in February 2022, the next review being due in November 2024.

Future risks being monitored include:

- Unseen costs in connection with extra premises,
- New city clean air zones impacting on our day trips programme,
- Income plans upset by reduced rail replacement work.

## Organisational Structure

The Management Committee meets monthly and is responsible for the strategic direction and policy of the charity.

At the end of the year the Committee had 8 members drawn from a variety of backgrounds relevant to the work of the charity.

The Secretary is also a director with voting rights.

Directors have specific responsibilities, with other responsibilities being devolved to other active volunteers.

## Employees

With a plan to increase the number of coach day trips for 2024 to generate extra income, it was agreed to employ two casual drivers on the Operator Licence. They also do some rail replacement work and private hires.

All others in the charity are volunteers. The two casual drivers also do unpaid volunteer work.

## Related Parties

The charity is not part of any bigger group. It is an independent organisation. However it is a member of other bodies as shown in "How our activities deliver public benefit" on page 7.

## **Responsibilities of the Management Committee**

- To ensure the Trust is run in accordance with its governing documents.
- To select suitable accounting policies and apply them consistently.
- To maintain proper accounting records.
- To prepare financial statements in compliance with Companies Act 2006.
- To safeguard the assets of the charitable company by taking reasonable steps to prevent and detect fraud and other irregularities.

To help with the above, the budget is updated for review at each monthly Management Committee meeting.

Individual directors' responsibilities are shown on page 3.

## **Reporting of serious Incidents**

There have been no incidents to report.

## **Auditors**

Our internal auditor is trustee Brian Pritchard.

Our external Independent Examiner is John Belford of Quills, 54A Main Street, Cockermouth, CA13 9LU.

*This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in January 2019) and in accordance with the special provisions of the Companies Act relating to small entities.*

*Alistair Grey, Secretary*

## **Treasurer's Report for April 2023 - March 2024**

We have recorded £20,000 less income this year than in the previous year, and £30,000 greater expenses.

This has turned a headline surplus of £45,000 last year into a loss of £6,000 this year.

Whilst it is appreciated that much has been spent improving the mechanical health of our preserved fleet of buses, attention must be paid during the coming year to keeping better control of these costs. This is because:

- This year had the one-off sale of the Scammell recovery truck. There will be no similar high value sales of vehicles in years to come.
- We plan to take on a new lease for a workshop/storage unit at Discovery Park which will significantly increase our costs next year.
- We have taken on paid workers to drive buses and coaches, which will lead to a significant pay bill.
- Commission on our card payment system in the station shop and for booking trips over the phone were £700 this year, and could exceed £1,500 in the coming year.

Keeping track of the Trust's finances gets ever more onerous, as with increased activity comes extra transactions to account for.

We have had to set up new systems to manage our payroll for the newly employed drivers. Our payroll system is managed by Quills, who are also our external auditors.

We have had to open an extra bank account with Lloyds in order to pay workers by bank transfer.

I will be closely monitoring expenses against income over the coming year to ensure that we remain solvent, and continue to meet conditions imposed on us by Companies House, Charity Commission, and the Traffic Commissioners.

*Denise J Grey, Treasurer*

## **Pottery Field Manager's Report**

I would like to thank Alistair and Denise for all the excellent work and effort they both do for the Trust.

Pottery Field is ticking over, I go down about twice a week to check on things, tidy up and do a bit of grass cutting. Inside is tidy. No movement on the Lynx. The work seems to have come to a standstill for some reason.

I would remind anyone visiting Pottery Field to sign the book at all times.

*John Burrow, Pottery Field Manager*

## Volunteer Coordinator's Report

Mark Hall & I attended the Keighley & Worth Valley Railway diesel gala one sunny Friday in June.

Whilst awaiting the next train to depart from Keighley around 16.00, a young lass looking as though she was on her way home from school took up position with her tripod & phone camera then produced a gala timetable. She went on to film the trains departing.

What struck me was the obvious interest from someone so young in her local preserved railway. We left with the thought "The KWVR is in good hands as they look after the future".

This last year in our Trust, there has also been a move to look after and encourage young volunteers to adopt roles. This ensures that the next generation of preservationists can grow into a role, and at the same time take pressure off others that have historically had more than their fair share to do.



*Potential bus restorers and drivers?*

Adam Burland has taken up the role of looking after the floral displays at Whitehaven Station, Bronwyn & Mark have moved the social media aspect of the Trust up a notch or two, Ian Hitchcox has taken on the role of coordinating the heritage events that the Trust attends. This makes the Trust look well organised; in turn it will encourage new volunteers to take the Trust forward.

All volunteers, whatever role they play, are important to what the Trust achieves. The surplus that the shop staff make each year pays for a bus restoration, the day trips bring in a huge amount of additional income, which puts the Trust in the healthy financial position it is today. Behind the scenes, various officers beaver away. Without these people the Trust could never function. We are all Volunteers at a great place; perhaps out there other members could take on a role or two, if there are then they can contact me.

Young enthusiastic volunteers are always needed. If you are happy to work to the policies & procedures then there is a place for you. Are you a carbon copy of that young lass sat at Keighley? If so come forward and help us to take the Trust forward - you might enjoy it.

*David Wallace*

## **Unaudited Income & Expenditure to 31 March 2024**

<b>INCOME</b>	<b>2023/24</b>	<b>2022/23</b>	<b>2021/22</b>
Membership	1,005	761	705
Donations	4,488	6,796	7,365
Shop & sales stand	9,966	8,538	7,848
Station tuck shops	960	1,093	1,630
59 Club	297	546	572
Operator Licence	114,730	152,887	84,494
Vehicle rents	4,954	5,395	5,383
VAT reclaimed	16,919	19,014	12,374
Events & rallies	3,111	2,225	0
Friends of rail stns	1,560	0	550
Raffles & lottery	882	737	1,689
Grants	400	2,300	5,167
Gift Aid	1,753	1,906	1,222
Bank interest	4,001	1,762	448
Sale of Scammell	27,500	0	0
Misc	<u>312</u>	<u>7,944</u>	<u>1,655</u>
	<b>192,838</b>	<b>211,904</b>	<b>131,102</b>

## **EXPENDITURE**

Newsletters, publicity	2,561	4,455	1,014
Shop & sales stand	5,167	6,244	3,696
59 Club	176	336	374
Operator licence	82,326	81,645	101,658
Non O Lic veh costs	77,443	40,422	7,372
Buildings costs	14,462	16,736	23,519
Events & rallies	4,749	0	0
Friends of rail stns	558	332	186
Raffles & quizzes	0	20	294
Volunteer expenses	5,810	5,076	2,858
Employment	280	0	0
Card reader comm.	718	429	304
Misc	<u>4,969</u>	<u>10,510</u>	<u>1,193</u>
	<b>199,219</b>	<b>166,203</b>	<b>142,468</b>

Excess income over expenditure =	-6,381
Add Opening Balance	<u>146,337</u>
<b>Total</b>	<b>139,956</b>
Less opening uncleared cheques	285
Add cancelled & uncashed cheques	<u>4,268</u>
<b>Accounts balance at 31<sup>st</sup> March</b>	<b>143,939</b>



## **Balance Sheet At 31 March 2023**

<b>ACCOUNT BALANCES</b>	<b>Opening</b>	<b>Closing</b>
Cumberland BS current a/c	24,895	13,776
Cumberland BS savings a/c	121,256	125,256
Lloyds Bank current a/c	0	4,720
Petty Cash	<u>186</u>	<u>186</u>
	<b>146,337</b>	<b><u>143,938</u></b>

### **CUMBERLAND BUILDING SOCIETY CURRENT ACCOUNT**

Opening balance	24,895
Add income	188,837
Add transfers in from savings account	<u>50,000</u>
	<b>238,837</b>
Less transfers out to savings & Lloyds	55,000
Less Square card reader commission	718
Less other expenses	<u>198,221</u>
	<b>9,793</b>
Less opening uncleared cheques	285
Add uncashed & cancelled chqs	<u>3,968</u>
	<b>13,776</b>

### **CUMBERLAND BUILDING SOCIETY SAVINGS ACCOUNT**

Opening balance	121,256
Add transfers in, less transfers out	0
Add interest paid	<u>4,001</u>
<b>Final balance</b>	<b>125,257</b>

### **LLOYDS BANK CURRENT ACCOUNT**

Opening balance	0
Add transfers in	5,000
Less total payments	<u>280</u>
<b>Final balance</b>	<b>4,720</b>

## **Notes to WHT accounts 2023/24**

Final account shows a surplus of	-6,381
Less prepaid trips and hires	8,745
Less cost of fuel due	<u>4,676</u>
	-19,802
Add January – March VAT repayment due in arrears	3,821
Add Gift Aid due for 2022/23	986
Add sales stock valuation	2,100
Add Arriva February & March invoices due	<u>20,440</u>
Revised surplus	<b>£8,300</b>

# **Minutes of the 20th AGM on 7<sup>th</sup> Sept 2023**

**Present:** 5 directors and 16 members

These make a quorum, totalling more than the required 10% of our total membership of 70.

Chairman Ian Dunn was absent so vice Chairman Mike Morton acted as chair.

**1 Apologies for Absence** - received from 9 members

## **2. Approval of the minutes of the 2022 AGM**

Approved as true & correct by Derek Woodruff & seconded by Keith Turner.

## **3 Chairman's report**

MM referred to the printed Chairman's report, which stated that the Trust had made great strides again during the last year, with the LN51 event being a great success. The Chairmans report went on to thank the efforts of the volunteers in getting vehicles restored in readiness for the year, then most significantly, he thanked both Alistair & Denise Grey for their continued support. His report stated that without their huge commitment & support, the trust could not survive in its current form. The meeting echoed these comments without exception.

The O Licence continued to fund various restoration projects, and without it the trust would struggle to survive in its current form.

He thanked volunteers who give up their time to take the trust forward, stating that without their dedication the trust couldn't & wouldn't achieve what we have over the last 12 months.

## **4 Secretary's report**

Alistair Grey went through his report, stating that the printed version looked long winded, but the contents were all relevant to keep the legal status correct. As the full report was available for all to read, he picked out the parts that needed extra explanation. Brief explanation of each part of the report was appreciated by those attending, & a positive vibe came out of his report. Special mention was given to how different events over the year had placed the Trust in the spotlight. Continued progress at the trusts off shoot group "Friends of Workington Station", the success of Cameron Bragg gaining his PCV licence & the LN51 event all shone a good light upon the Trust.

## **5 Treasurer's Report & Accounts**

In the absence of the Treasurer, AG talked the meeting through the accounts. The Treasurer has been getting concerned about increasing expenses, stating that she would like to be informed in advance of any planned high expenditure. Taking the meeting through the figures, AG finished by saying that the trust had £146,337 in the bank at the end of March 2023.

## **6 Reports from other officers**

**Membership secretary**, Jim Osborn, reported that the trust currently has 79 members, of which 3 are complimentary members.

**Volunteer coordinator**, David Wallace, read his report out to the meeting with his theme of respect, development & progress being at the forefront of his role.

## **7 Election of Council of Management. (Directors)**

In line with WTHT Articles, all directors serve 3 years before standing down and offering themselves for re-election.

In 2023, John Burrow, Brian Pritchard & Ian Dunn stand down & all three offered themselves for re-election.

All three were re-elected unanimously by a show of hands.

## **8 Considering an increase in membership subscriptions 2024/25**

It was agreed at a directors meeting in May to recommend to the AGM to increase subs.

Unwaged to rise from £7 to £10, adult from £10 to £15 & family membership from £14 to £20. The corporate rate would be abolished as we have no such members.

The members voted in favour of the increase.

## **9 Any Other Business**

Ian Hitchcox asked about updating the Website on a regular basis. He offered to take on this role, as he stated that the use of social media was important in these days. He said that the use of photos to highlight what the trust does and where they go would be of great use plus the availability of an on-line entry form for LN52 would throw the event open to a wider audience. The meeting agreed for him to gain access to the web site to enable him to effect this aim.

John Burrow thanked the officers, members & volunteers for their continued commitment, enthusiasm & energy in taking the trust forward through another successful year.

There being no other business, the meeting closed at 1950, & the attendees enjoyed a delightful buffet.

*Minutes prepared by David Wallace*



*Three buses ready for the 2023 Boxing Day free service to St Bees*



*Our two low floor buses pass whilst on the free park and ride service from Keswick bus station to Keswick show on August bank holiday Monday*



*A line up of a record 15 of our vehicles ready for LN52 in May 2023*

# Workington Transport Heritage Trust

Company limited by guarantee, number.04767337, reg charity 1102725

## Income and Expenditure Account For the year to 31st March 2024

### INCOME

	£
Membership	1,005.00
Donations	4,487.96
Station shop & sales stand	9,966.05
Stn mess room tuck shop	960.00
59 Club	297.00
Operator licence rail rep & hires	80,561.77
Operator licence day trips	34,168.00
Vehicle rents	4,954.00
VAT reclaimed	16,919.02
Events and rallies	3,111.34
Friends of rail stations	1,560.00
Raffles & Allerdale Lottery	882.50
Grants & loans received	400.00
sale of Scammell truck	27,500.00
Gift aid	1,752.85
Bank interest	4,000.62
Misc	311.96

192,838.07

### EXPENDITURE

Publicity, web, stationery, etc	2,561.40
Station shop & sales stand	5,166.53
59 Club	176.50
Operator licence vehicles, insurance, etc	52,130.93
O Licence fuel	30,195.01
Vehicle costs - non O Licence	77,443.29
Building & site costs - Pottery Field	4,618.34
Building & site costs - Lillyhall	9,843.45
Events, inc rallies & Boxing Day	4,748.99
Friends of rail stations	557.88
Raffles	0.00
Volunteer training & other expenses	5,810.16
Employment - pay, HMRC, accountant	280.00
Square card reader commission	717.76
Misc	4,969.01

199,219.25

Excess of income over expenditure

-6,381.18

Add opening account balance

146,336.88

Sub-total

139,955.70

Less opening uncleared cheques 1239 (£262.50), 1240 (£22.50)

285.00

Add cheque 1265 (£667.84) not cashed

667.84

Add cancelled cheque 1344

3,300.00

Add cancelled cheque 1361

300.00

Closing bank balance at 31st March 2024

143,938.54

Square

43.24

72.01

22.03

74.90

106.96

12.65

26.65

46.82

14.59

44.88

64.86

111.65

76.52

717.76



# Workington Transport Heritage Trust

Company limited by guarantee, number 04767337, reg charity 1102725

## Balance Sheet at 31st March 2024

	Opened at	Closed at
Cumberland Building Society current account	24,895.13	13,776.17
Cumberland Building Society savings account	121,256.11	125,256.73
Lloyds Bank Treasurers account	0.00	4,720.00
Petty Cash	185.64	185.64
	<u>146,336.88</u>	<u>143,938.54</u>

### Cumberland current account

Opening balance		24,895.13
Add income	188,837.45	
Add transfers in from savings account	<u>50,000.00</u>	
		238,837.45
Less transfers out to savings account		50,000.00
Less transfers out to Lloyds Treasurers account		5,000.00
Less Square commission		717.76
Less other expenses		<u>198,221.49</u>
Balance		9,793.33
Less opening uncleared cheques 1239 (£262.50), 1240 (£22.50)		285.00
Add cheque 1265 (£667.84) not cashed		667.84
Add cancelled chq 1344		3300.00
Add cancelled chq 1361		<u>300.00</u>
		13,776.17

### Cumberland savings account

Opening balance	121,256.11
Add transfers in from current account	50,000.00
Less transfers to current account	50,000.00
Add interest	<u>4,000.62</u>
Final balance	<u>125,256.73</u>

### Lloyds Bank Treasurers Account

Opening balance	0.00
Add transfers in from Cumberland current account	5,000.00
Less wages paid out	<u>280.00</u>
	<u>4,720.00</u>

### Petty Cash Account

Opening balance	185.64
Add transfers from Treasurer's Account	0.00
Minus total payments	<u>0.00</u>
Final balance	<u>185.64</u>

Ensuring the company keeps accounting records which comply with section 221

Preparing accounts which give a true & fair view of the state of affairs of the company at the end of its profit and loss account for the financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

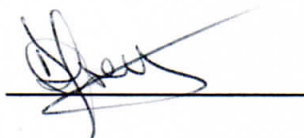
5th September 2024

## Notes to WTH accounts 2023/24

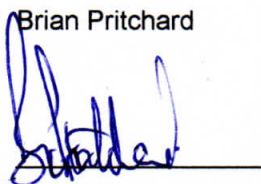
Final account shows a loss of	-6,381
Less cost of O Licence fuel due	3,265
Less cost of Non O Licence fuel due	1,411
Less 400 trips @ £19 and hires (£1,145) prebooked	8,745
	<u>-19,802</u>
Add January - March VAT repayment due in arrears	3,821
Add Gift Aid due for 2023/24	976
Add sales stock	2,100
Add Arriva Feb (£1,970) & March (£18,470) invoices due	20,440
Revised effective surplus =	<u>£7,535</u>

We the undersigned, having access to all books invoices, bills, etc, agree that in our opinion the above statement is a true and fair record of assets and liabilities of the Trust.

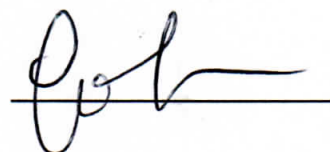
Compiled by Treasurer  
Denise J Grey



Checked by Auditor  
Brian Pritchard



Verified by Chairman  
Ian Dunn



5th September 2024



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

WORKINGTON TRANSPORT HERITAGE TRUST

On accounts for the year  
ended

31<sup>ST</sup> MARCH 2024

Charity no  
(if any)

1102725

Set out on pages

ONE TO THREE

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

09/10/24

Name:

R M TOMLINSON QUELS OF COCKERMOUTH

Relevant professional  
qualification(s) or body

MAAT



(if any):

Address:

54A MAIN STREET, COLKERMOUTH, CA13 9LY

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

