

Dial A Ride (Scarborough & District)
Company limited by guarantee

Report and Financial Statements
for the year ended 31 March 2021

Charity number: 1106494
Company number: 05233119

Fortus North Limited
Business Advisors and Accountants
62/63 Westborough
Scarborough
North Yorkshire
YO11 1TS

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Dial A Ride (Scarborough & District)

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Dial A Ride (Scarborough & District)

Legal and administrative information

Management Committee	Mr C Woodhead (Chair) Mrs L P Armitage (Treasurer) Mr G H Ritson (Staff representative) Mr B Newton Mrs L Haycock Mr A M Lund Cllr S A Cross Cllr D C Jeffels Mr P Bridgewood
Secretary	Ms J A Banks
Charity number	1106494
Company number	05233119
Registered office	Unit 4 Londesborough Business Park 64-66 Londesborough Road Scarborough North Yorkshire YO12 5AF
Accountants	Fortus North Limited Business Advisors and Accountants 62/63 Westborough Scarborough North Yorkshire YO11 1TS
Bankers	Co-operative Bank 15/17 Feasegate York YO1 2SH

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

The Management Committee presents its report and financial statements for the year ended 31 March 2021.

Status

The organisation is a charitable company limited by guarantee without share capital.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of its winding up.

Principal activity

The principal activity of the company is the provision of transport services for the elderly and/or infirm of the community of Scarborough and District, with the object of improving the conditions of life for the said inhabitants by operating transport services and to assist the work of other organisations and bodies engaged in the relief of poverty, sickness and disability.

Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are as follows:

Mrs L Armitage

Mrs L Haycock

Mr G Ritson

Mr A Lund

Mr B Newton

Mr C Woodhead

Cllr S Cross

Cllr D Jeffels

Mr P Bridgewood

Dial A Ride was originally set up in 1983 as a charitable organisation to provide accessible, affordable and safe transport for people who are elderly or who have a disability (either mental or physical). Our service enables many hundreds of people, who would otherwise find it difficult or impossible to use other forms of transport, to get out and about in their community.

In April 2005, our status changed to that of an Incorporated Charity and a Company Limited by Guarantee and was established under a Memorandum of Association and is governed under its Articles of Association.

Despite the catastrophic effect of the pandemic, for the year ending March 2021, we still undertook nearly 9,000 passenger journeys, taking passengers mainly on essential health journeys, for their Covid vaccinations or to the supermarkets.

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

Staff and organisational structure

Under normal circumstances, on a day to day basis, the service is overseen and organised by Julie Banks (manager), Tim Lawson (deputy manager and MiDAS trainer) and Maria Hunter (part-time administrator).

The remaining staffing structure comprised of Helen Todd (term-time only minibus driver); Trevor Flack (term-time only passenger assistant) and Mick Atkin (part-time passenger assistant and staff trainer). Due to the reduction in workload, Maria has been furloughed for a large part of this past year. We look forward to welcoming her back soon.

The trustees would like to thank all our paid staff for their hard work, commitment and loyalty during the past year. They have worked erratic and irregular hours, had to adapt quickly to new working practices and turned their hand to whatever was necessary to ensure Dial A Ride kept running and our passengers were not let down - but always putting safety first. In recognition of the outstanding work our staff and volunteers carried out during the pandemic, we were awarded the Mayor of Scarborough's Commendation Award. Our paid staff working together so seamlessly with our volunteers to provide a service we are all justifiably proud of and which is held in high regard within the community and further afield.

When the first lockdown started, around 75% of our volunteer drivers and passenger assistants had to shield or decided to suspend volunteering for the time being. Over the past 12 months following a robust local vaccination programme, many have decided to start volunteering for us again. We now have around half of the original team of volunteers although some have decided not to return. The manager and the rest of the paid staff kept in regular contact with absent volunteers to keep them involved in the organisation and let them know we had not forgotten about them.

Each volunteer gives 1 or 2 days a week of their time (some more). They come from a wide variety of different backgrounds with diverse personal circumstances, experience and skills but all make a significant, positive difference to our passengers and our organisation.

Without our dedicated and loyal workforce, Dial A Ride would cease to operate in its present format, so the Trustees would like to thank them most sincerely for their valuable time and the way they deal professionally, patiently and courteously with our clients.

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

COVID 19

We are incredibly proud to say that we continued to safely operate our essential transport service without interruption or curtailment throughout this last financial year thanks to the outstanding loyalty and hard work of our management team, staff and volunteers. From the very first lockdown in March 2020, our Manager Julie Banks and Deputy Manager Tim Lawson were able to swiftly put in place additional safety measures, precautions and protocols to ensure that Dial A Ride operated well within Government guidelines and regulations. While many similar schemes simply shut their doors, we were able to confidently provide a seamless service to our passengers who made it abundantly clear to us that if Dial A Ride had decided to mothball its services during lockdown and beyond, they would have faced real difficulties. Continuing to operate albeit on a much reduced and inefficient basis means that we are in a far better position than those schemes that decided to close as we will not be restarting from a standing position. We have also kept a high public profile so people know we are still here and do not move on to other transport options.

We are pleased to say that Dial A Ride has been Covid free during this past financial year.

Julie has worked hard to find alternative funding streams and grants to help balance out the fall in fares and other generated income - overnight, we lost 95% of our "generated" business from fares and room hire. We have been able to access grants such as the Job Retention Scheme, Local Restrictions Support Grant, Additional Revenue Grant and the Covid 19 Bus Services Support Grant via North Yorkshire County Council who have been most supportive during the pandemic.

Board of Trustees

In addition to operational volunteers, the nine members of our Board of Trustees are also volunteers and drawn from those with a special interest in furthering community transport or the needs of older people and people with disabilities. They include Dial A Ride volunteers, a manager of another local Community Transport organisation, local businessmen, a solicitor and local councillors. All Trustees are encouraged to spend time travelling on the buses, working with the drivers and passenger assistants in order to gain a better understanding of our activities. Prospective Trustees are provided with a comprehensive induction pack prior to being accepted on the Board. They are also required to attend appropriate training sessions. The Chair would like to thank all members of our Board of Trustees for their support during the past year.

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

Policies and Training

Dial A Ride adopts a robust approach to protecting the interests of both staff and passengers. During the course of the year, members of staff have the opportunity to undergo the following training -

- First Aid (full day)
- MiDAS
- Passenger assistant training
- Three stage in-house induction training and regular reviews
- Disability Awareness
- Kinetic Handling (included in in-house training)
- Alerter (included in in-house training)
- Accessible training
- Dementia Friends

We also hold and regularly review the following:

- Child and Vulnerable Adults Policy
- Environmental Policy
- Equality and Diversity Policy
- Health and Safety Policy
- Complaints against Staff Procedure
- Grievance and Disciplinary Procedure
- Business Plan

All drivers, escorts, office staff and key Trustees must obtain DBS clearance at enhanced level.

Dial A Ride became members of both the Scarborough Dementia Action Alliance (DAA) and the National DAA in November 2015 as part of our commitment to supporting not only our own passengers but our wider local community.

Public benefit

The Board of Trustees have paid due regard to the Charity Commission's guidance on public benefit in assessing what activities Dial A Ride will undertake during the course of the year. Our regular passenger questionnaires also help ensure we are meeting the specific needs of our passengers. Our most recent (2019) was widely distributed and had an impressive return rate of 89% - up 4% on the previous one). A near perfect 99% of respondents said that using Dial A Ride improved their quality of life and 86% said that without our service, they would have difficulty getting out and about. The main benefits were "keeping independence" (62%); "keep health appointments (40%) and "don't feel as isolated" (40%). Respondents said that because they used Dial A Ride they "didn't feel as lonely", "were more confident" and "feel someone cares about me". These results (available on our website www.scarboroughdialaride.org) prove just how vital all local independent community transport schemes are. Finally, Dial A Ride was rated as excellent by 90% of respondents.

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

Review of Dial A Ride activities

At the heart of our activities is the demand responsive, door to door Dial A Ride service. Our current fleet of 9 minibuses and 2 MPVs provide accessible and affordable transport to some of the most vulnerable members of our community. All passengers must have an identified need and meet the criteria of being aged 60 or over, have a disability (mental, physical or learning), suffer from sickness, poverty or have no access to public transport, or who need transport to access training and educational facilities in order to increase their chances of finding paid employment.

At the end of the financial year, Dial A Ride carried out nearly 9,000 passenger journeys compared to 30,000 the year before. Considering the circumstances in which we operated, this is a magnificent achievement. Despite all the restrictions and limitations for travel during the past year, we saw an 8.5% increase in the number of car journeys to hospitals outside the Borough compared to 2019/2020.

We work closely with other local voluntary organisations and providers (Support for Carers, Age UK, Alzheimer's Society, local luncheon clubs, day care centres, churches and support groups) to enable their clients to access and benefit from the wide range of support and services they and many other local charities and organisations provide.

Dial A Ride continues to provide administrative offices for Support for Carers.

Home to School Contracts - North Yorkshire County Council

We currently hold one SEN home to school contract for Springhead 6th Form School and two for Woodlands Academy which have all been extended to July 2021. The Woodlands Academy contracts are currently part of a large review and new tenders should be published shortly. At this moment in time, we do not know if the Springhead 6th Form contracts will be put out to tender due to a change in policy which will see transport charges introduced for students. Income from these contracts makes the difference between Dial A Ride breaking even or operating at a deficit.

All our drivers and passenger assistants, whether paid or voluntary, do an outstanding job of making sure that every pupil has a safe and enjoyable journey to and from school. They work hard to maintain a good working relationship with the pupils, parents/guardians and schools. Unfortunately, all contracts are awarded on lowest cost basis which does not take into account the quality of the vehicles provided or the professionalism of the drivers and passenger assistants.

MIDAS (Minibus Driver Awareness Scheme) Training

Tim Lawson is our longstanding MiDAS assessor who provides high quality, affordable minibus driver training to our own drivers in addition to those from other local organisations. However, due to Covid restrictions, no training has been able to take place in the past financial year.

Offices and Meeting Room

We aim to generate 50% of Dial A Ride's annual rent through hiring out our well-equipped training/meeting room and 2 offices. Although Covid has stopped any meeting room hire taking place, we still have the income from renting out a large office to Support for Carers.

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

Funding

We received just under £3,000 of funding specifically for PPE and sanitising products from several Charitable Trusts. North Yorkshire County Council continued to financially support each passenger journey (for non-contractual journeys only) and agreed to pay at the same amount as in previous years despite the dramatic drop in the number of journeys undertaken. They also paid the full amount for school contracts regardless of whether or not any pupils travelled as long as staff employed on these contracts continued to be employed and paid in full.

Grants and donations are sought for major capital expenditure such as minibuses in order to protect the organisation's long term viability. We continue to work hard to become fully self-sufficient.

Legacies

We continue to hold a 25% interest in the residuary estate of a long standing passenger Mrs Laura Lamplugh, who died in 2012.

Future Strategy

To protect capital and reserves in order to enable Dial A Ride to continue with its operations throughout the Covid 19 pandemic and rebuild our capacity post restrictions. Due to the nature of our client group and possible continued social distancing restrictions, this may affect clubs, groups and daycare which all formed a large part of our regular journeys. This in turn would result in an extended timeframe before Dial A Ride reached the same level of income and number of passenger journeys pre Covid 19. This fact must be taken into account for future budgets and overall strategy.

We will continue to strengthen Dial A Ride's ability to provide its essential transport services and maximise opportunities to work with existing and new partners.

We will continue to increase awareness and use of our excellent training/meeting room facilities particularly to grassroots organisations that need an affordable venue.

We will continue to work towards long-term sustainability by reducing overheads and increasing work from contracts, without compromising the excellent service we offer to our individual, fare paying passengers.

We will continue to look for a suitable opportunity for freehold premises to secure our long term sustainability.

Risk Analysis

The Trustees formally adopted a full Financial Risk Assessment in July 2006. This is updated regularly when new potential risks are identified and appropriate mitigating procedures agreed and put in place.

Dial A Ride (Scarborough & District)

Report of the Trustees for the year ended 31 March 2021

Reserves Policy

The Trustees acknowledge that unrestricted cash reserves are required to:

- 1 enable Dial A Ride to maintain essential core services for a minimum of 12 months in the event of withdrawal of budgeted income streams or a major shift in the pattern of activities; thereby allowing time to adjust accordingly.
- 2 provide for otherwise unfunded staff related costs such as redundancy, parental leave, extended staff sickness and for unforeseen compliance costs arising from existing or new legislation and regulations.
- 3 provide funds of last resort in the event of unavoidable cost overruns on activities that cannot otherwise be met from restricted funds.
- 4 provide the ability to develop new projects and services including "new project" staff costs.
- 5 seek alternative sources of income and to maintain project continuity in the event of limited short term funding gaps and short term cash flow fluctuations.
- 6 fund additions and renewals to infrastructure and accommodation including minibuses and commitments under leasehold.
- 7 provide funds for end of lease financial commitments.
- 8 provide security of tenure by the purchase of freehold rather than leasehold premises.

The Board of Trustees consider that an adequate level of unrestricted reserves for Dial A Ride is £180,000 which equates to 100% of annual expenditure for 2020/21. This figure does not include new vehicle purchases bought with donations and also excludes redundancy costs plus end of lease commitments and the purchase of freehold premises.

Our operation is capital intensive as our core plant and equipment is the fleet of specially adapted minibuses which we continue to replace and expand to cope with existing and potential workloads. The cost of each vehicle varies according to specification but lies around £38,000 - £70,000. The cost of an electric minibus will be much higher.

Following the withdrawal of the shuttle bus contract, our monthly subscription to Old Mutual Wealth was suspended in October 2017 to reflect our diminishing disposable income. The value of the fund stood at £365,000 at the end of this financial year.

The Board of Trustees' policy is to keep the fleet fresh, reliable and compliant with the needs of our passengers profile and current legislation. A significant reserve is required to exploit our profile and offering in an era of changing opportunities and expectation and this is particularly so when providing for those contemplated by our constitution.

Dial A Ride (Scarborough & District)

**Report of the Trustees
for the year ended 31 March 2021**

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Dial A Ride (Scarborough & District) for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the company for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

This report was approved by the trustees on 14 July 2021 and signed on their behalf by:



**Mr Colin Woodhead
Chairman**

Dial A Ride (Scarborough & District)

**Independent examiner's report to the Trustees of Dial A Ride (Scarborough & District) ('the Company')
on the accounts of the Charity for the year ended 31 March 2021**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021, which are set out on pages 11 to 21.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe :

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act ; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr R D Thorpe FCCA
Chartered Certified Accountant
Fortus North Limited
62/63 Westborough
Scarborough
North Yorkshire
YO11 1TS

Dial A Ride (Scarborough & District)

Statement of Financial Activities
for the year ended 31 March 2021

	Notes	Unrestricted General Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Incoming resources:					
Donations, grants and similar income	2	109,316	40,953	150,269	45,171
Activities in furtherance of the charity's objects	3	81,414	-	81,414	141,681
Total incoming resources		<u>190,730</u>	<u>40,953</u>	<u>231,683</u>	<u>186,852</u>
Resources expended:					
Cost of activities in furtherance of the charity's objects:					
Running costs and maintenance of service	5	58,852	45,222	104,074	128,486
Management and administration	6	108,265	6,091	114,356	123,856
Total resources expended		<u>167,117</u>	<u>51,313</u>	<u>218,430</u>	<u>252,342</u>
Net outgoing resources		23,613	(10,360)	13,253	(65,490)
Total funds brought forward		443,187	113,474	556,661	622,151
Total funds carried forward		<u>466,800</u>	<u>103,114</u>	<u>569,914</u>	<u>556,661</u>

The notes on pages 13 to 18 form an integral part of these financial statements.

Dial A Ride (Scarborough & District)

**Balance Sheet
as at 31 March 2021**

		2021		2020	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	10		225,622		287,676
Investments	11		227,000		227,000
			<u>452,622</u>		<u>514,676</u>
Current assets					
Debtors	13	16,799		13,142	
Cash at bank and in hand		105,449		32,133	
		<u>122,248</u>		<u>45,275</u>	
Creditors: amounts falling due within one year	14	(4,956)		(3,290)	
Net current assets			<u>117,292</u>		<u>41,985</u>
Net assets	15		<u><u>569,914</u></u>		<u><u>556,661</u></u>
Funds					
Restricted funds	16		103,114		113,474
Unrestricted funds	16		466,800		443,187
Total funds	17		<u><u>569,914</u></u>		<u><u>556,661</u></u>

The directors' statements required by Sections 475(2) and (3) of the Companies Act 2006 are shown on the following page which forms part of this Balance Sheet.

The notes on pages 13 to 18 form an integral part of these financial statements.

Dial A Ride (Scarborough & District)

Balance Sheet (continued)

In approving these financial statements as trustees of the company we hereby confirm:

- (a) that for the year stated above the company was entitled to the exemption from an audit conferred by Section 477 of the Companies Act 2006 relating to the small companies regime ; and
- (b) the members have not requested that the company obtain an audit for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006 ; and
- (c) that we acknowledge our responsibilities for:
 - (1) ensuring that the company keeps accounting records which comply with the requirements of Sections 386 and 387 of the Companies Act 2006 ; and
 - (2) 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 of the Companies Act 2006 and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on _____ and signed on their behalf by:



Mr Colin Woodhead
Chairman

Registration number 05233119

The notes on pages 13 to 18 form an integral part of these financial statements.

Dial A Ride (Scarborough & District)

Notes to the financial statements for the year ended 31 March 2021

1. Statutory information

Dial A Ride (Scarborough & District) is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the legal and administrative information page.

The presentation currency of the financial statements is the Pound Sterling (£).

The level of rounding used in the financial statements is to the nearest £1.

Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows :

1.1. Basis of preparing the financial statements

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.

Dial a Ride (Scarborough & District) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2. Incoming resources

Donations, grants and similar income

These are recognised in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the income and any conditions for receipt are met.

Investment income

Investment income is recognised in the Statement of Financial Activities (SOFA) upon receipt.

1.3. Resources expended

Resources expended are recognised in the year in which they are incurred.

Management and administration costs are those incurred in connection with the administration of the charity and with compliance with constitutional and statutory requirements.

Dial A Ride (Scarborough & District)

Notes to the financial statements for the year ended 31 March 2021

1.4. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Leasehold improvements	- 4% straight line
Office equipment	- 20% straight line
Motor vehicles	- 15% straight line

1.5. Investments

Fixed asset investments are stated at cost less provision for diminution in value.

1.6. Pensions

The company operates a defined contribution pension scheme. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the charity and amounted to £250 (2020 £253).

1.7. Restricted and unrestricted funds

The financial statements distinguish between restricted and unrestricted funds. The former are received from donors and are subject to restrictions on the purposes for which they may be used, but which do not prevent the fund being spent. Unrestricted funds are those where there are no externally imposed restrictions on the purposes for which they may be used.

2. Donations, grants and similar income

	Unrestricted General	Restricted	2021 Total	2020 Total
	£	£	£	£
Local authority grant	-	-	-	1,000
NYCC minibus grant	-	30,953	30,953	11,000
Other NYCC grants	21,456	-	21,456	25,960
Government grants	60,701	-	60,701	-
Other minibus appeal donations	-	10,000	10,000	-
Membership fees	775	-	775	1,470
Other donations	26,384	-	26,384	5,741
	<u>109,316</u>	<u>40,953</u>	<u>150,269</u>	<u>45,171</u>

Dial A Ride (Scarborough & District)

Notes to the financial statements for the year ended 31 March 2021

3.	Activities in furtherance of the charity's objects	Unrestricted	Restricted	2021 Total £	2020 Total £
		General			
		£	£	£	£
	Income from fares, service contracts etc	81,414	-	81,414	141,681
4.	Investment income	Unrestricted	Restricted	2021 Total £	2020 Total £
		General			
		£	£	£	£
	Bank deposit interest	-	-	-	-
Cost of activities in furtherance of the charity's objects					
5.	Running costs and maintenance of service	Unrestricted	Restricted	2021 Total £	2020 Total £
		General			
		£	£	£	£
	Salaries and pension costs	29,831	-	29,831	34,034
	Fuel	1,812	-	1,812	13,558
	Motor repairs and servicing	10,008	-	10,008	20,886
	Vehicle insurance and licences	9,868	-	9,868	8,405
	Depreciation on motor vehicles	7,333	42,191	49,524	56,603
	(Profit) / loss on sale of motor vehicles	-	3,031	3,031	(5,000)
		58,852	45,222	104,074	128,486

Dial A Ride (Scarborough & District)

Notes to the financial statements
for the year ended 31 March 2021

6. Management and administration	Unrestricted General	Restricted	2021 Total	2020 Total
	£	£	£	£
Salaries and pension costs	76,463	-	76,463	82,475
Telephone	940	-	940	986
Printing, postage and stationery	966	-	966	1,201
Repairs and renewals	2,381	-	2,381	1,663
Rent and rates	13,549	-	13,549	14,711
Heat and light	2,366	-	2,366	2,033
Insurance	280	-	280	1,537
Accountancy fees	2,503	-	2,503	2,380
Independent Examiner's fee	650	-	650	650
Legal and professional fees	285	-	285	2,378
Travel and subsistence	3	-	3	98
Training costs	510	-	510	680
Cleaning	2,020	-	2,020	600
Advertising	10	-	10	235
Sundries	663	-	663	691
Volunteers' expenses	313	-	313	3,691
Computer and IT costs	2,555	-	2,555	-
Depreciation on office equipment	1,808	-	1,808	1,756
Depreciation on leasehold improvements	-	6,091	6,091	6,091
	<u>108,265</u>	<u>6,091</u>	<u>114,356</u>	<u>123,856</u>

7. Net outgoing resources are stated after charging:	2021 £	2020 £
Depreciation on motor vehicles	49,524	56,603
Depreciation on office equipment	1,808	1,756
Depreciation on leasehold improvements	6,091	6,091
Accountancy fees	2,503	2,380
Independent Examiner's fee	650	650
Loss on sale of vehicle	3,031	-
	<u>60,576</u>	<u>67,480</u>
and after crediting:		
Profit on sale of vehicle	-	5,000
	<u>-</u>	<u>5,000</u>

Dial A Ride (Scarborough & District)

Notes to the financial statements for the year ended 31 March 2021

8. Employees

Number of employees

The average monthly number of employees analysed by function was:

	2021 Number	2020 Number
Running costs and maintenance of service	3	3
Management and administration	3	3
	<u>6</u>	<u>6</u>

The average monthly number of full-time equivalent employees was 5 (2020 - 5)

No employee earned over £60,000 during the year.

Employment costs	2021 £	2020 £
Wages and salaries	102,681	111,040
Social security costs	3,363	5,216
Pension costs	250	253
	<u>106,294</u>	<u>116,509</u>

9. Trustees' remuneration

The members of the Management Committee who are both directors for the purpose of company law and trustees for the purpose of charity law were not remunerated during the year.

During the year there was no Trustee Indemnity insurance purchased (2020 £401).

Dial A Ride (Scarborough & District)

Notes to the financial statements
for the year ended 31 March 2021

10. Tangible fixed assets

	Leasehold improvements	Office equipment	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 April 2020	152,236	25,373	409,182	586,791
Additions	-	900	-	900
Disposals	-	-	(36,879)	(36,879)
At 31 March 2021	152,236	26,273	372,303	550,812
Depreciation				
At 1 April 2020	66,657	20,827	211,631	299,115
On disposals	-	-	(31,348)	(31,348)
Charge for the year	6,091	1,808	49,524	57,423
At 31 March 2021	72,748	22,635	229,807	325,190
Net book values				
At 31 March 2021	79,488	3,638	142,496	225,622
At 31 March 2020	85,579	4,546	197,551	287,676

11. Fixed asset investments

	Listed investments
Cost	
At 1 April 2020	
At 31 March 2021	227,000
Net book values	
At 31 March 2021	227,000
At 31 March 2020	227,000

13. Fixed asset investments

	2021 £	2020 £
Market valuation of listed investments	367,158	266,097

Dial A Ride (Scarborough & District)

Notes to the financial statements
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13.	Debtors	2021 £	2020 £	
	Trade debtors	6,399	8,200	
	Other debtors	3,105	4,024	
	Prepayments	7,295	918	
		<u>16,799</u>	<u>13,142</u>	
14.	Creditors: amounts falling due within one year	2021 £	2020 £	
	Trade creditors	1,825	635	
	Other taxes and social security costs	406	-	
	Accruals	2,725	2,655	
		<u>4,956</u>	<u>3,290</u>	
15.	Analysis of net assets between funds	Unrestricted General £	Restricted £	Total £
	Tangible fixed assets	163,461	62,161	225,622
	Fixed asset investments	227,000	-	227,000
	Current assets	81,295	40,953	122,248
	Current liabilities	(4,956)	-	(4,956)
	Net assets as at 31 March 2021	<u>466,800</u>	<u>103,114</u>	<u>569,914</u>
16.	Movement in funds	Unrestricted General funds £	Restricted funds £	Total £
	Balance as at 1 April 2020	443,187	113,474	556,661
	Net movement in funds for the year	23,613	(10,360)	13,253
	Balance as at 31 March 2021	<u>466,800</u>	<u>103,114</u>	<u>569,914</u>

Dial A Ride (Scarborough & District)

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17. Reconciliation of movements in shareholders' funds

	2021	2020
	£	£
Profit/(loss) for the year	13,253	(65,490)
Opening shareholders' funds	556,661	622,151
Closing shareholders' funds	569,914	556,661

18. Company limited by guarantee

The company is limited by guarantee and does not have a share capital.

The liability of the members in the event of the company being liquidated is limited to £1 per member.

