

BUZZER BUSES (DIAL A RIDE) LTD

England & Wales · Charity number 1109107

Details

Status Registered

Legal form Charitable company

Company number [05338802](#)

Registered 2005-04-18

Register [View on the Charity Commission register](#)

Contact

Address Buzzer Buses Office
PO Box 6491
Leighton Buzzard
LU7 6JF

Phone 01525853566

Email buzzerbuses@btconnect.com

Website www.buzzerbuses.co.uk

Activities

Objects: TO PROVIDE A COMMUNITY TRANSPORT SERVICE FOR SUCH OF THE INHABITANTS OF LEIGHTON LINSLADE AND ITS NEIGHBOURHOOD 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.

Activities: Provision of transport for the elderly or disabled who are unable to use a regular bus service because of sickness, disability, age or poverty or because of a lack of availability of adequate and safe public passenger services. Training of other groups drivers for midas certificate.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** General Charitable Purposes, Disability, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** LEIGHTON LINSLADE AND ITS NEIGHBOURHOOD.
- Bedford
- Buckinghamshire
- Central Bedfordshire
- Hertfordshire
- Milton Keynes

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£284,961	£293,854	-	-
2024-03-31	£264,677	£269,883	-	-
2023-03-31	£238,857	£237,667	-	-
2022-03-31	£254,939	£226,758	-	-
2021-03-31	£246,440	£212,401	-	-

Trustees

Name	Role	Appointed
Pauline Lilian O'Toole	Chair	2015-05-27
David Roy Pipkin		2017-08-24
Jane Gibson		2025-11-13
John Joseph O'Toole		2015-05-27
John Mark Freeman		2019-03-27
Sarah Wetherell		2025-01-01

BUZZER BUSES (DIAL A RIDE) LTD

England & Wales - Charity number 1109107

Accounts

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
BUZZER BUSES (DIAL A RIDE) LIMITED
Company Registration Number 05338802
Charity Registration Number 1109107**

BUZZER BUSES (DIAL A RIDE) LIMITED

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for the Year Ended 31 March 2025**

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BUZZER BUSES (DIAL A RIDE) LIMITED

**REFERENCE AND ADMINISTRATIVE DETAILS
for the Year Ended 31 March 2025**

DIRECTORS / TRUSTEES: Mrs P L O'Toole (Chairperson)
Mr D R Pipkin (Vice Chairperson)
Mr J J O'Toole
Mr M Freeman
Mr N W Jephcote (resigned 01/01/2025)
Ms S Wetherall (appointed 01/01/2025)

COMPANY SECRETARY: Mr M Gale

REGISTERED OFFICE: Initivo
Stanbridge Road
Leighton Buzzard
LU7 4QH

REGISTERED NUMBER: 05338802 (England and Wales)

CHARITY NUMBER: 1109107

BANKERS: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

INDEPENDENT EXAMINER: Zubair Arshad FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS for the Year Ended 31 March 2025

The trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2025, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Acts, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP FRS102)

Status

The company is both a charity and a company, limited by guarantee. It is a member of the Community Transport Association UK, a registered charity (number 1002222), but operates independently of that charity.

Our Purpose & Principal Activity

The principal activity of the Company in the period under review was that of carrying out the objects of the charity, which is to provide a Community Transport Service for the inhabitants of Leighton Buzzard and surrounding Bedfordshire villages. The service provides transport where age, illness, disability or lack of an alternative service is available.

In setting our objective and planning our activities our trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Public Benefit

Buzzer Buses has been providing a safe, secure and friendly Door to Door transport service for the elderly, frail and disabled people of Linslade & Leighton Buzzard for over 33 years.

We have over 1000 members, and our service improves the quality of our members lives and makes a very positive contribution to social inclusion. We also facilitate "Buzzer Buddies" whereby we enable regular travellers to swap contact details with each other should they so wish, so they can keep in touch.

Directors/Trustees/Structure

The directors, who act as the Management Committee and are also trustees under the Charities Acts, during the year under review were:

Mrs P L O'Toole

Mr D Pipkin

Mr J J O'Toole

Mr N W Jephcote

Mr M Freeman

Ms S Wetherall

Day-to day operations are the responsibility of a General Manager who reports directly to the Management Committee.

Financial Review

During the year under review, the company made a net loss of (£8,893) (2024: net loss £5,206). The balance sheet weakened by 4% to £224,581 (2024: £233,475).

Reference and Administrative Details

These are detailed on Page 1 of this report.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2025

Chairman's report

This year began in a particularly challenging and hectic way for us, as we had to vacate our longstanding office on New Road at very short notice. Fortunately, we were able to move into temporary accommodation at the Vinci (now renamed *Initivo*) Technology Centre.

We are incredibly grateful to *Initivo* for their continued support of Buzzer Buses over the years. Not only have they generously allowed us to park our vehicles at their depot free of charge, but they also stepped in to provide us with vital office space during this transition. Their ongoing support has been instrumental in helping us continue our services without disruption.

At the time of the move, we had no computers or communication systems in place, leaving us in a state of limbo for several weeks. However, in May 2024, *Initivo* kindly confirmed that we could extend our temporary accommodation to a more medium-term arrangement. This allowed us to install essential telephone and IT systems, enabling us to operate in a fully professional and efficient manner once again.

We have continued to operate our vital Dial-a-Ride service for the town and surrounding areas, and demand has been higher than ever—largely due to recent changes in local bus service provision. Central Bedfordshire Council (CBC) have committed to a five-year grant to support our ongoing delivery of this essential service.

Our Vice Chairman continues to dedicate a significant amount of his time to fundraising and supporting various aspects of the charity's operations. His efforts have once again resulted in a substantial contribution towards our *Bus Replacement Programme* and general running costs. Thanks to his hard work and the generosity of our supporters, we have been able to purchase a quality used vehicle within this financial year.

Our *Buzzer Buddy* scheme continues to be a popular and valued initiative, helping our members stay connected and offering a friendly means of communication and support between them.

As always, we remain committed to upholding our company's *No Response Policy*, which ensures that an unanswered door is never ignored. This policy once again proved vital when one of our drivers discovered an extremely vulnerable individual left alone following the unexpected passing of their carer. Thanks to our proactive approach, a potentially fatal situation was averted—underscoring the critical safeguarding role our service continues to play in the community.

The biggest thank you from everyone at Buzzer Buses this year goes to the incredible management and staff at *Initivo*. Their generosity, flexibility, and unwavering support have made an enormous difference during a time of great uncertainty. Without them, the future of our charity would have been far less certain, and we are deeply grateful for everything they have done to help us continue serving the community.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2025

Small company provisions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Reserves Policy

A formal policy on general reserves was agreed at the September 2008 meeting of the executive committee and was reviewed and amended by the executive committee on 28th November 2018. It was agreed that it will be reviewed at each AGM and this will be done again at our AGM in October 2025 and unanimously accepted by the committee. It states:

A general reserves policy is desirable to identify that part of the assets of the company which must be set aside to cover adverse financial contingencies. The reserve fund for Buzzer Buses is intended to cover the following contingencies:

1. Orderly closure of the business if continuation is no longer possible.
2. The continuation of the business in periods of adverse cash flow.
3. The acquisition of new office premises and associated moving costs.
4. The replacement of secure parking facilities for our buses.
5. Emergency Hire of a vehicle should the need arise to maintain service.

1. Orderly closure of the business implies the cessation of operations, the redundancy of staff and any contracted obligations to suppliers. This requires sufficient funds to cover three months funding of salaries and salary related payments.

2. Continued operation in the face of delays to funding grants requires funds to operate the business for a period of up to two months.

It is therefore the policy of the company to designate a general reserve to cover all these contingencies and to ensure that an appropriate proportion of the assets be protected for that purpose. This is separate from the sum represented by the tangible assets (i.e. buses) and the funds for their normal replacements.

This policy document shall be appended to the annual accounts, and where necessary amended, for approval by the trustees at each AGM.

Forthcoming Year

The Trustees are entirely comfortable with the financial security of the company for the coming year. With the grants that are already set in place and the income from services we provide there is no concerns whatsoever.

We have received our second payment from Central Bedfordshire Council for the grant funding (Supported by a formal SLA). This grant is for a five-year period. We are extremely busy with a huge demand for our service, and we are still maintaining a very pro-active fundraising programme.

There are adequate levels of reserves within the company held to cover our reserve policy.

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE TRUSTEES / DIRECTORS (continued)
for the Year Ended 31 March 2025**

New Trustees

New Management Committee members may be elected individually at the Annual General Meeting. The Management Committee may in addition co-opt no more than five other persons to serve as full voting members of the Management Committee until the next Annual General Meeting. Existing Trustees agree what skills, experience and knowledge are needed in new trustees and a job specification is then drawn up. Successful candidates are interviewed and invited to join subject to references, formal vetting and approval by the full trustee board. They are provided with copies of the Memorandum and Articles of Association of the charity and literature pertaining to our activities, together with a copy of the essential trustee guide (CC3) as issued by the Charity Commission. Officers serve for one year, after which they are eligible for re-appointment provided that no person serves for more than ten consecutive years in the same post.

Approved by the Board on _____ 2025 and signed on its behalf by:

Mrs P O'Toole (Hon. Chairperson)

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BUZZER BUSES (DIAL A RIDE) LIMITED**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025, which are set out on pages 7 to 15.

Responsibilities and basis of report

As the charity 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 company'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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants in England and Wales.

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 that in any material respect:

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.

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.

Zubair Arshad FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

Date:

BUZZER BUSES (DIAL A RIDE) LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2025**

	Notes	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total Funds 2025</u>	<u>Total Funds 2024</u>
		<u>General reserve</u>	<u>Designated reserves</u>	<u>Capital assets</u>		
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Income and endowments from						
Donations & Legacies	3	2,554		52,040	54,594	54,316
Charitable activities	4	227,536			227,536	205,104
Other trading activities	5	1,432			1,432	3,189
Investments	5	1,399			1,399	2,068
Total income and endowments		<u>232,921</u>	<u>-</u>	<u>52,040</u>	<u>284,961</u>	<u>264,677</u>
Expenditure on:						
Raising funds					-	-
Charitable activities	7	258,914		32,040	290,954	267,258
Other	8	2,900			2,900	2,625
Total expenditure		<u>261,814</u>	<u>-</u>	<u>32,040</u>	<u>293,854</u>	<u>269,883</u>
Net Income/(Expenditure) for the Year		<u>(28,893)</u>	<u>-</u>	<u>20,000</u>	<u>(8,893)</u>	<u>(5,206)</u>
Transfers Between Funds	14	40,754	(20,754)	(20,000)	-	-
Net Movements in Funds		<u>11,861</u>	<u>(20,754)</u>	<u>-</u>	<u>(8,893)</u>	<u>(5,206)</u>
Reconciliation of Funds						
Total funds brought forward from 1 April 2024		124,390	109,085	-	233,475	238,681
Total funds carried forward at 31 March 2025		<u>136,250</u>	<u>88,331</u>	<u>-</u>	<u>224,581</u>	<u>233,475</u>

The notes on pages 9 to 15 form an integral part of these financial statements.

BUZZER BUSES (DIAL A RIDE) LIMITED (REGISTERED NUMBER: 05338802)

BALANCE SHEET

31 March 2025

	Notes	2025		2024	
		£	£	£	£
FIXED ASSETS					
Tangible assets	9		125,560		128,681
CURRENT ASSETS					
Debtors	10	23,363		14,126	
Cash at bank and in hand		<u>85,401</u>		<u>101,497</u>	
		108,764		115,623	
CREDITORS					
Amounts falling due within one year	11	<u>(9,743)</u>		<u>(10,829)</u>	
NET CURRENT ASSETS			<u>99,021</u>		<u>104,794</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>224,581</u>		<u>233,475</u>
FUNDS OF THE CHARITY					
Unrestricted funds:					
General fund	14		136,250		124,390
Designated funds	14		88,331		109,085
Restricted funds					
Capital assets	14		-		-
			<u>224,581</u>		<u>233,475</u>

For the year ending 31 March 2025, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on _____ 2025 and were signed on its behalf by:

Mrs P O'Toole

BUZZER BUSES (DIAL A RIDE) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2025

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (SORP- FRS 102) (effective January 2016), the Statement of Recommended Practice for Charities (revised 2015), the Charities Act 2011 and the Companies Act 2006.

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

Company status

The company is limited by guarantee and has no share capital. The liability of members is limited to £1 in the event of a winding up.

Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis since the Trustees are confident that the Company is able to continue to meet its liabilities as they fall due for the next year after the accounts have been signed.

Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes. Further details of each fund are disclosed in note 14.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Tangible fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office and computer equipment	- 20% - 33.3% on cost
Motor vehicles	- 12.5%-33.3% on cost

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Government grants

Government grants are recognised in the Income Statement so as to match them with the expenditure towards which they are intended to contribute.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2025**

2 NET INCOME/(EXPENDITURE) FOR THE YEAR

The Net income/(expenditure) is stated after charging:	2025	2024
	£	£
Depreciation - owned assets	33,848	27,587
Accountants - independent examination	2,300	2,250
Accountants - operators grants	600	375
(Profit)/ loss on disposal of fixed assets	<u>1,981</u>	<u>(640)</u>
Directors' emoluments and other benefits etc	<u>-</u>	<u>-</u>

3 DONATIONS & LEGACIES - GRANTS AND DONATIONS

GRANTS

	2025	2024
	£	£
Leighton Linslade Council	5,000	4,896
Community Fund	-	13,520
Connolly Foundation	-	10,000
Percy Bilton	-	6,400
Masonic Charitable Foundation	-	5,000
Beds & Luton Community Foundation Grant	-	10,000
National Lottery	42,040	-
Wixam Tree	<u>5,000</u>	<u>-</u>
	<u>52,040</u>	<u>49,816</u>

The Leighton Linslade Council grant was restricted, provided specifically for bus operating costs (10 week vehicle checks).

The Wixam Tree Trust grant was restricted, provided specifically for bus replacement. Both National Lottery grants were restricted. One was provided specifically towards a bus replacement. The other National Lottery grant was provided to support Drivers Core Funding Costs.

DONATIONS

	2025	2024
	£	£
Donations Received	2,328	4,202
Gift Aid	226	298
	<u>2,554</u>	<u>4,500</u>

In addition to general donations, there were the following significant donations in year: £Nil (2024: A Hill £1,000.)

Total Grants & Donations	<u>54,594</u>	<u>54,316</u>
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4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2025	2024
	£	£
Central Bedfordshire Council	90,000	90,000
Contractual income from government or public authorities	89,336	71,069
Other fares received	42,350	37,240
UK Government grants	5,176	5,693
Subscriptions	578	982
Other income	96	120
	<u>227,536</u>	<u>205,104</u>

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2025**

5 OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Subscriptions	1,432	2,549
Profit on sale of tangible fixed asset	-	640
	<u>1,432</u>	<u>3,189</u>

INVESTMENTS

Bank interest	<u>1,399</u>	<u>2,068</u>
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6 STAFF COSTS

The average number of persons employed by the charity during the year, analysed by category, was as follows:

	2025	2024
Drivers	6	8
Administration	5	4
Passenger Assistants	1	1
	<u>12</u>	<u>13</u>

	2025	2024
	£	£
Salaries	185,812	175,694
Social security costs	8,519	6,111
Pension costs	2,966	2,197
	<u>197,297</u>	<u>184,002</u>

No employee earned in excess of £60,000 per annum (2024 - none).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2025**

7 EXPENDITURE ON CHARITABLE ACTIVITIES

	Payroll	Bus Operating Costs	Support Costs	Governance	2025	2024
					£	£
Charitable Activities						
Employment costs	197,297				197,297	184,002
Other direct costs		38,431			38,431	34,879
Depreciation of tangible fixed assets		32,902			32,902	25,513
Establishment costs			7,304		7,304	9,204
Office expenses			5,390		5,390	5,953
Printing, posting and stationery			1,475		1,475	837
Subscriptions and donations			56		56	217
Sundry and other costs			3,068		3,068	2,909
Travel and subsistence			1,356		1,356	687
Accountancy fees			598		598	790
Training			150		150	193
Depreciation of tangible fixed assets			946		946	2,074
(Profit)/ loss on disposal of tangible fixed assets			1,981		1,981	-
	<u>197,297</u>	<u>71,333</u>	<u>22,324</u>	<u>-</u>	<u>290,954</u>	<u>267,258</u>
Other Costs						
Audit & Independent examination fees				2,900	2,900	2,625
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,900</u>	<u>2,900</u>	<u>2,625</u>
	<u>197,297</u>	<u>71,333</u>	<u>22,324</u>	<u>2,900</u>	<u>293,854</u>	<u>269,883</u>

8 GOVERNANCE COSTS

These costs relate to the audit fees for the Bus Service Operators Grant and the charge for the Independent Examination of the accounts.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2025**

9 TANGIBLE FIXED ASSETS

	Motor vehicles £	Office & computer equipment £	Totals £
COST			
At 1 April 2024	208,973	12,746	221,719
Additions	33,000	708	33,708
Disposals	(16,265)	-	(16,265)
At 31 March 2025	<u>225,708</u>	<u>13,454</u>	<u>239,162</u>
DEPRECIATION			
At 1 April 2024	82,524	10,514	93,038
Charge for year	32,902	946	33,848
Disposals	(13,284)	-	(13,284)
At 31 March 2025	<u>102,142</u>	<u>11,460</u>	<u>113,602</u>
NET BOOK VALUE			
At 31 March 2025	<u>123,566</u>	<u>1,994</u>	<u>125,560</u>
At 31 March 2024	<u>126,449</u>	<u>2,232</u>	<u>128,681</u>

10 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade Debtors	17,319	8,281
Other debtors	1,437	1,192
Prepayments and accrued income	4,607	4,653
	<u>23,363</u>	<u>14,126</u>

11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	1,007	2,874
Taxation and social security	3,195	3,339
Accruals and deferred income	5,541	4,616
	<u>9,743</u>	<u>10,829</u>

12 TAXATION

The company is a registered charity and is exempt from corporation tax.

13 PENSIONS

Employees of the charity are entitled to join a defined contribution pension scheme. The charity contribution is restricted to the contributions disclosed in note 7 as 'Pension costs'. The outstanding contributions at the year end are £nil (2024: £nil).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2025**

14 STATEMENT OF FUNDS

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
General funds					
General reserve	124,390	232,921	261,814	40,754	136,250
Designated funds					
General contingency reserve	65,000	-	-	(7,754)	57,246
Bus replacement reserve	44,085	-	-	(13,000)	31,085
Total unrestricted funds	<u>233,475</u>	<u>232,921</u>	<u>261,814</u>	<u>20,000</u>	<u>224,581</u>
Restricted funds:					
Capital assets	-	52,040	32,040	(20,000)	-
Total restricted funds	<u>-</u>	<u>52,040</u>	<u>32,040</u>	<u>(20,000)</u>	<u>-</u>
Total funds	<u>233,475</u>	<u>284,961</u>	<u>293,854</u>	<u>-</u>	<u>224,581</u>

The General reserve represents the free funds of the charity which are not designated for particular purposes.

The general contingency reserve is the amount deemed prudent by the trustees to be set aside under the terms of the reserves policy. This year an amount of £7,754 was used to cover costs of the office move.

The bus replacement reserve represents funds set aside for the replacement of the fleet. A new bus was purchased in the year which was partly funded by restricted income. The remaining balance will be carried forward for the replacement of the fleet in due course.

The capital assets fund represents income that has been restricted. See note 3 for more information. The grants received relating to the purchase of a new bus have been used alongside designated funds to purchase a new bus in the year.

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds	Designated funds	General funds	2025 Total	2024 Total
	£	£	£	£	£
Fund balances at 31 March 2025 are represented by:					
Tangible fixed assets	-	-	125,560	125,560	128,681
Net current assets	-	88,331	10,690	99,021	104,794
Net assets	<u>-</u>	<u>88,331</u>	<u>136,250</u>	<u>224,581</u>	<u>233,475</u>

16 RELATED PARTY TRANSACTIONS

There were no related party transactions, other than those disclosed below.

Trustees received expenses totalling £395 during the year (2024 - £379).

Trustees received remuneration totalling £2,896 during the year. (2024 - £NIL).

Cost of remuneration for key management personnel amounted to £55,563 (2024 - £48,218).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2025**

17 CAPITAL COMMITMENTS

As at 31 March 2025 the company had contracted to purchase motor vehicles of £Nil (2024: £62,400).

BUZZER BUSES (DIAL A RIDE) LTD

England & Wales - Charity number 1109107

Accounts

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
BUZZER BUSES (DIAL A RIDE) LIMITED
Company Registration Number 05338802
Charity Registration Number 1109107**

BUZZER BUSES (DIAL A RIDE) LIMITED

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2024**

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BUZZER BUSES (DIAL A RIDE) LIMITED

**REFERENCE AND ADMINISTRATIVE DETAILS
for the Year Ended 31 March 2024**

DIRECTORS / TRUSTEES: Mrs P L O'Toole (Chairperson)
Mr D R Pipkin (Vice Chairperson)
Mr J J O'Toole
Mr M Freeman
Mr N W Jephcote

COMPANY SECRETARY: Mr M Gale

REGISTERED OFFICE: 31 New Road
Linslade
Leighton Buzzard
Bedfordshire
LU7 2LS

REGISTERED NUMBER: 05338802 (England and Wales)

CHARITY NUMBER: 1109107

BANKERS: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

INDEPENDENT EXAMINER: D R Kerins FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS for the Year Ended 31 March 2024

The trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2024, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Acts, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP FRS102)

Status

The company is both a charity and a company, limited by guarantee. It is a member of the Community Transport Association UK, a registered charity (number 1002222), but operates independently of that charity.

Our Purpose & Principal Activity

The principal activity of the company in the period under review was that of carrying out the objects of the charity, being to provide a community transport service for such of the inhabitants of Leighton Linlade and its neighbourhood 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.

In setting our objective and planning our activities our trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Public Benefit

Buzzer Buses have been around for 33 years now constantly providing our Door to Door transport service for the elderly and disabled residents of Leighton Buzzard and the surrounding area. Our service has been operating normally, once again and we have been very busy. With our membership increasing, we now have over 1,000 members, we see the service continuing for many years to come.

Directors/Trustees/Structure

The directors, who act as the Management Committee and are also trustees under the Charities Acts, during the year under review were:

Mrs P L O'Toole

Mr D Pipkin

Mr J J O'Toole

Mr N W Jephcote

Mr M Freeman

Day-to day operations are the responsibility of a General Manager who reports directly to the Management Committee.

Financial Review

During the year under review, the company had a net loss of (£5,206) (2023: net income £1,190). The balance sheet weakened by 2% to £233,475.

Reference and Administrative Details

These are detailed on Page 1 of this report.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2024

Chairman's report

The last financial year has been another good one for Buzzer Buses although extremely busy with continued meetings to try and confirm the ongoing contract for the Dial-a-Ride. We have met with Central Bedfordshire Council on numerous occasions to try to revise the current 'Contract' that we have and try to make this a more practical agreement that works for all involved.

We have now been promised that a new Service Level Agreement will be produced to give us security for the next 5 years. This will be signed and agreed in the next few weeks.

As with the previous year the ever expanding size of Leighton Buzzard and continual roadworks has meant that we are still not able to do quite as many journeys as we have done previously although we are close.

Our Dial-a-Ride bookings and outings are continually filled as people still thoroughly enjoy the service that we offer and the helpfulness of our drivers. Our school route is also back to full capacity, and this as always works very well to keep our buses busy before and after the peak Dial-a-Ride hours, as well as supporting the service financially to continue.

We are still continuing to streamline our journeys and carry more people on each trip than we have done for the last year or two since the Covid Pandemic changed our service completely. This will help to reduce costs and increase income, and we will hopefully be back to pre-pandemic levels very soon.

We are still extremely fortunate to have the services of one of our trustees who dedicates a great deal of his time to fund raising and other aspects of the charity. He has again raised a considerable amount of money towards our 'bus replacement programme' and running costs. This has allowed us to purchase another new bus in the year.

Our aim for each financial year is to break even with our general income balancing with the regular costs, however this year has seen a marked increase in costs, and we have therefore fallen short on this financial year. However, the combination of the previous three years will still show a surplus and therefore we are happy with our accounts.

Our 'Buzzer Buddy' scheme continues to help our members as a popular means of communication between them.

As always, we also ensure that our company '**No Response Policy**' is adhered to (we do not let an unanswered door be ignored) and this has again very recently saved a life as we were able to alert the emergency services to a lady who had collapsed in her house.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2024

Small company provisions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Reserves Policy

A formal policy on general reserves was agreed at the September 2008 meeting of the executive committee and was reviewed and amended by the executive committee on 28th November 2018. It was agreed that it will be reviewed at each AGM and this be done again at our AGM in December 2024 and unanimously accepted by the committee. It states:

A general reserves policy is desirable to identify that part of the assets of the company which must be set aside to cover adverse financial contingencies. The reserve fund for Buzzer Buses is intended to cover the following contingencies:

1. Orderly closure of the business if continuation is no longer possible.
2. The continuation of the business in periods of adverse cash flow.
3. The acquisition of new office premises and associated moving costs.
4. The replacement of secure parking facilities for our buses.
5. Emergency Hire of a vehicle should the need arise to maintain service.

1. Orderly closure of the business implies the cessation of operations, the redundancy of staff and any contracted obligations to suppliers. This requires sufficient funds to cover three months funding of salaries and salary related payments.

2. Continued operation in the face of delays to funding grants requires funds to operate the business for a period of up to two months.

It is therefore the policy of the company to designate a general reserve to cover all these contingencies and to ensure that an appropriate proportion of the assets be protected for that purpose. This is separate from the sum represented by the tangible assets (i.e. buses) and the funds for their normal replacements.

This policy document shall be appended to the annual accounts, and where necessary amended, for approval by the trustees at each AGM.

Forthcoming Year

The financial security of the company is once again assured for the forthcoming year. We have received our grant payment from LTC and CBC for the Dial-a-Ride service. The CBC payment is now in the form of a grant, and this was awarded for the next 5 years. With our increased level of successful Fundraising activities we feel the financial security of the company is assured. The need for our service continues to increase.

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE TRUSTEES / DIRECTORS (continued)
for the Year Ended 31 March 2024**

New Trustees

New Management Committee members may be elected individually at the Annual General Meeting. The Management Committee may in addition co-opt no more than five other persons to serve as full voting members of the Management Committee until the next Annual General Meeting. Existing Trustees agree what skills, experience and knowledge are needed in new trustees and a job specification is then drawn up. Successful candidates are interviewed and invited to join subject to references, formal vetting and approval by the full trustee board. They are provided with copies of the Memorandum and Articles of Association of the charity and literature pertaining to our activities, together with a copy of the essential trustee guide (CC3) as issued by the Charity Commission. Officers serve for one year, after which they are eligible for re-appointment provided that no person serves for more than ten consecutive years in the same post.

Approved by the Board on _____ and signed on its behalf by:

Mrs P O'Toole (Hon. Chairperson)

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BUZZER BUSES (DIAL A RIDE) LIMITED**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024, which are set out on pages 7 to 15.

Responsibilities and basis of report

As the charity 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 company'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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants in England and Wales.

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 that in any material respect:

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.

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.

D R Kerins FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

Date: _____

BUZZER BUSES (DIAL A RIDE) LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2024**

	Notes	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total Funds 2024</u>	<u>Total Funds 2023</u>
		<u>General reserve</u>	<u>Designated reserves</u>	<u>Capital assets</u>		
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Income and endowments from						
Donations & Legacies	3	4,500	5,000	44,816	54,316	43,953
Charitable activities	4	205,104			205,104	192,706
Other trading activities	5	3,189			3,189	1,435
Investments		2,068			2,068	763
Total income and endowments		<u>214,861</u>	<u>5,000</u>	<u>44,816</u>	<u>264,677</u>	<u>238,857</u>
Expenditure on:						
Raising funds					-	-
Charitable activities	7	262,361		4,897	267,258	236,917
Other	8	2,625			2,625	750
Total expenditure		<u>264,986</u>	<u>-</u>	<u>4,897</u>	<u>269,883</u>	<u>237,667</u>
Net Income/(Expenditure) for the Year		<u>(50,125)</u>	<u>5,000</u>	<u>39,919</u>	<u>(5,206)</u>	<u>1,190</u>
Transfers Between Funds	14	63,100	(18,181)	(44,919)	-	-
Net Movements in Funds		<u>12,975</u>	<u>(13,181)</u>	<u>(5,000)</u>	<u>(5,206)</u>	<u>1,190</u>
Reconciliation of Funds						
Total funds brought forward from 1 April 2023		111,415	122,266	5,000	238,681	237,491
Total funds carried forward at 31 March 2024		<u>124,390</u>	<u>109,085</u>	<u>-</u>	<u>233,475</u>	<u>238,681</u>

The notes on pages 9 to 15 form an integral part of these financial statements.

BUZZER BUSES (DIAL A RIDE) LIMITED (REGISTERED NUMBER: 05338802)

BALANCE SHEET

31 March 2024

	Notes	2024		2023	
		£	£	£	£
FIXED ASSETS					
Tangible assets	9		128,681		103,377
CURRENT ASSETS					
Debtors	10	14,126		22,247	
Cash at bank and in hand		<u>101,497</u>		<u>121,397</u>	
		115,623		143,644	
CREDITORS					
Amounts falling due within one year	11	<u>(10,829)</u>		<u>(8,340)</u>	
NET CURRENT ASSETS			<u>104,794</u>		<u>135,304</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>233,475</u>		<u>238,681</u>
FUNDS OF THE CHARITY					
Unrestricted funds:					
General fund	14		124,390		111,415
Designated funds	14		109,085		122,266
Restricted funds					
Capital assets	14		-		5,000
			<u>233,475</u>		<u>238,681</u>

For the year ending 31 March 2024, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on _____ and were signed on its behalf by:

Mrs P O'Toole

BUZZER BUSES (DIAL A RIDE) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2024

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (SORP- FRS 102) (effective January 2016), the Statement of Recommended Practice for Charities (revised 2015), the Charities Act 2011 and the Companies Act 2006.

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

Company status

The company is limited by guarantee and has no share capital. The liability of members is limited to £1 in the event of a winding up.

Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis since the Trustees are confident that the Company is able to continue to meet its liabilities as they fall due for the next year after the accounts have been signed.

Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes. Further details of each fund are disclosed in note 15.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Tangible fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office and computer equipment	- 20% on cost
Motor vehicles	- 12.5%-20% on cost

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Government grants

Government grants are recognised in the Income Statement so as to match them with the expenditure towards which they are intended to contribute.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**

2 NET INCOME/(EXPENDITURE) FOR THE YEAR

The Net income/(expenditure) is stated after charging:	2024	2023
	£	£
Depreciation - owned assets	27,587	28,515
Accountants - independent examination	2,250	600
Accountants - operators grants	375	150
(Profit)/ loss on disposal of fixed assets	<u>(640)</u>	<u>2,022</u>
Directors' emoluments and other benefits etc	<u>-</u>	<u>-</u>

3 DONATIONS & LEGACIES - GRANTS AND DONATIONS

GRANTS

	2024	2023
	£	£
Leighton Linslade Council	4,896	4,349
Community Fund	13,520	-
Connolly Foundation	10,000	-
Percy Bilton	6,400	-
Masonic Charitable Foundation	5,000	5,000
Beds & Luton Community Foundation Grant	10,000	-
National Lottery	-	10,000
Wixam Tree	-	5,000
Tesco	-	1,000
Garfield Weston	-	5,000
Albert Hunt	-	5,000
	<u>49,816</u>	<u>35,349</u>

The Leighton Linslade Council grant was restricted, provided specifically for bus operating costs (10 week vehicle checks). The Community Fund, Percy Bilton, Beds & Luton Community Foundation, Connolly Foundation grants were all restricted to contribute to the purchase of a new bus.

DONATIONS

	2024	2023
	£	£
Donations Received	4,202	8,424
Gift Aid	298	180
	<u>4,500</u>	<u>8,604</u>

In addition to general donations, there were the following significant donations in year: £1,000 A Hill (2023: In Memory Mrs June Morris £5,000.)

Total Grants & Donations	<u>54,316</u>	<u>43,953</u>
--------------------------	---------------	---------------

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2024	2023
	£	£
Central Bedfordshire Council	90,000	90,000
Contractual income from government or public authorities	71,069	64,820
Other fares received	37,240	32,027
UK Government grants	5,693	4,971
Subscriptions	982	888
Other income	120	-
	<u>205,104</u>	<u>192,706</u>

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**

5 OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Subscriptions	2,549	1,435
Other Income	-	-
Profit on sale of tangible fixed asset	640	-
	<u>3,189</u>	<u>1,580</u>

6 STAFF COSTS

The average number of persons employed by the charity during the year, analysed by category, was as follows:

	2024	2023
Drivers	8	6
Administration	4	4
Passenger Assistants	1	1
	<u>13</u>	<u>11</u>

	2024	2023
	£	£
Salaries	175,694	147,861
Social security costs	6,111	3,797
Pension costs	2,197	1,375
	<u>184,002</u>	<u>153,033</u>

No employee earned in excess of £60,000 per annum (2023 - none).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**

7 EXPENDITURE ON CHARITABLE ACTIVITIES

	Payroll	Bus Operating Costs	Support Costs	Governance	2024	2023
					£	£
Charitable Activities						
Employment costs	184,002				184,002	153,033
Other direct costs		34,879			34,879	35,262
Depreciation of tangible fixed assets		25,513			25,513	26,578
Establishment costs			9,204		9,204	8,939
Office expenses			5,953		5,953	3,754
Printing, posting and stationery			837		837	1,420
Subscriptions and donations			217		217	120
Sundry and other costs			2,909		2,909	2,522
Travel and subsistence			687		687	455
Accountancy fees			790		790	675
Training			193		193	200
Depreciation of tangible fixed assets			2,074		2,074	1,937
(Profit)/ loss on disposal of tangible fixed assets					-	2,022
	<u>184,002</u>	<u>60,392</u>	<u>22,864</u>	<u>-</u>	<u>267,258</u>	<u>236,917</u>
Other Costs						
Audit & Independent examination fees				2,625	2,625	750
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,625</u>	<u>2,625</u>	<u>750</u>
	<u>184,002</u>	<u>60,392</u>	<u>22,864</u>	<u>2,625</u>	<u>269,883</u>	<u>237,667</u>

8 GOVERNANCE COSTS

These costs relate to the audit fees for the Bus Service Operators Grant and the charge for the Independent Examination of the accounts.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**

9 TANGIBLE FIXED ASSETS

	Motor vehicles £	Office & computer equipment £	Totals £
COST			
At 1 April 2023	190,754	16,014	206,768
Additions	52,905	346	53,251
Disposals	(34,686)	(3,614)	(38,300)
At 31 March 2024	<u>208,973</u>	<u>12,746</u>	<u>221,719</u>
DEPRECIATION			
At 1 April 2023	91,337	12,054	103,391
Charge for year	25,513	2,074	27,587
Disposals	(34,326)	(3,614)	(37,940)
At 31 March 2024	<u>82,524</u>	<u>10,514</u>	<u>93,038</u>
NET BOOK VALUE			
At 31 March 2024	<u>126,449</u>	<u>2,232</u>	<u>128,681</u>
At 31 March 2023	<u>99,417</u>	<u>3,960</u>	<u>103,377</u>

10 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade Debtors	8,281	13,555
Other debtors	1,192	1,306
Prepayments and accrued income	4,653	7,386
	<u>14,126</u>	<u>22,247</u>

11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	2,874	3,504
Taxation and social security	3,339	2,328
Accruals and deferred income	4,616	2,508
	<u>10,829</u>	<u>8,340</u>

12 TAXATION

The company is a registered charity and is exempt from corporation tax.

13 PENSIONS

Employees of the charity are entitled to join a defined contribution pension scheme. The charity contribution is restricted to the contributions disclosed in note 7 as 'Pension costs'. The outstanding contributions at the year end are £nil (2023: £nil).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**

14 STATEMENT OF FUNDS

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds					
General reserve	111,415	214,861	264,986	63,100	124,390
Designated funds					
General contingency reserve	65,000				65,000
Bus replacement reserve	57,266	5,000		(18,181)	44,085
Total unrestricted funds	<u>233,681</u>	<u>219,861</u>	<u>264,986</u>	<u>44,919</u>	<u>233,475</u>
Restricted funds:					
Capital assets	5,000	44,816	4,897	(44,919)	-
Total restricted funds	<u>5,000</u>	<u>44,816</u>	<u>4,897</u>	<u>(44,919)</u>	<u>-</u>
Total funds	<u>238,681</u>	<u>264,677</u>	<u>269,883</u>	<u>-</u>	<u>233,475</u>

The General reserve represents the free funds of the charity which are not designated for particular purposes.

The general contingency reserve is the amount deemed prudent by the trustees to be set aside under the terms of the reserves policy.

The bus replacement reserve represents funds set aside for the replacement of the fleet. Some of the reserves have been spent in the year and some are being carried forward for the replacement of the fleet in due course.

The capital assets fund represents income that has been restricted on the terms mainly to purchase a new bus in the year. This has been transferred as a bus was purchased in the year.

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds	Designated funds	General funds	2024 Total	2023 Total
	£	£	£	£	£
Fund balances at 31 March 2024 are represented by:					
Tangible fixed assets			128,681	128,681	103,377
Net current assets	-	109,085	(4,291)	104,794	135,304
Net assets	<u>-</u>	<u>109,085</u>	<u>124,390</u>	<u>233,475</u>	<u>238,681</u>

16 RELATED PARTY TRANSACTIONS

There were no related party transactions, other than those disclosed below.

Trustees received expenses totalling £379 during the year (2023 - £94).

Cost of remuneration for key management personnel amounted to £48,218 (2023 - £42,286).

No trustees received any remuneration during the year. (2023 - £NIL).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**

17 CAPITAL COMMITMENTS

As at 31 March 2024 the company had contracted to purchase motor vehicles of £62,400 (2023: £63,100).

BUZZER BUSES (DIAL A RIDE) LTD

England & Wales - Charity number 1109107

Accounts

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
BUZZER BUSES (DIAL A RIDE) LIMITED
Company Registration Number 05338802
Charity Registration Number 1109107**

BUZZER BUSES (DIAL A RIDE) LIMITED

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2023**

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BUZZER BUSES (DIAL A RIDE) LIMITED

**REFERENCE AND ADMINISTRATIVE DETAILS
for the Year Ended 31 March 2023**

DIRECTORS / TRUSTEES: Mrs P L O'Toole (Chairperson)
Mr D R Pipkin (Vice Chairperson)
Mr J J O'Toole
Mr M Freeman
Mr N W Jephcote

COMPANY SECRETARY: Mr M Gale

REGISTERED OFFICE: 31 New Road
Linslade
Leighton Buzzard
Bedfordshire
LU7 2LS

REGISTERED NUMBER: 05338802 (England and Wales)

CHARITY NUMBER: 1109107

BANKERS: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

INDEPENDENT EXAMINER: D R Kerins FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS for the Year Ended 31 March 2023

The trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Acts, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP FRS102)

Status

The company is both a charity and a company, limited by guarantee. It is a member of the Community Transport Association UK, a registered charity (number 1002222), but operates independently of that charity.

Our Purpose & Principal Activity

The principal activity of the company in the period under review was that of carrying out the objects of the charity, being to provide a community transport service for such of the inhabitants of Leighton Linlade and its neighbourhood 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.

In setting our objective and planning our activities our trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Public Benefit

Buzzer Buses have been around for 32 years now constantly providing our Door to Door transport service for the elderly and disabled residents of Leighton Buzzard and the surrounding area. Our service has been operating normally, once again and we have been very busy. With our membership increasing, we now have over 1,000 members, we see the service continuing for many years to come.

Directors/Trustees/Structure

The directors, who act as the Management Committee and are also trustees under the Charities Acts, during the year under review were:

Mrs P L O'Toole	Mr D Pipkin
Mrs J Connolly (resigned 1 October 2022)	Mr N W Jephcote
Mr J J O'Toole	
Mr M Freeman	

Day-to day operations are the responsibility of a General Manager who reports directly to the Management Committee.

Financial Review

During the year under review, the company had a net income of £1,190 (2022: net income £28,181). The balance sheet strengthened by 1% to £238,681.

Reference and Administrative Details

These are detailed on Page 1 of this report.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2023

Chairman's report

The last financial year has been another good one for Buzzer Buses especially with the comfort of the extended Dial-a-Ride contract from Central Bedfordshire Council. Although the fact that this contract will expire in August 2023 has meant a lot of meetings and preparation in readiness for the next phase.

Following the end of any restrictions and our members eagerness to get out and about we were very quickly surpassing the 75% of usual service that we reported in the Chairmans Report at the end of April 2022. Although the ever expanding size of Leighton Buzzard and continual roadworks has meant that we are not able to do quite as many journeys as we did.

Our Dial-a-Ride bookings and outings are continually filled as people still thoroughly enjoy the service that we offer and the helpfulness of our drivers. Our school route is also back to full capacity, and this as always works very well to keep our buses busy before and after the peak Dial-a-Ride hours, as well as supporting the service financially to continue.

We are still bringing back our streamlining measures and carry far more people on each journey than we did during the Covid Pandemic. This previously proved helpful to reduce costs and increase income and we will hopefully be back to pre-pandemic levels very soon.

We are still extremely fortunate to have the services of one of our trustees who dedicates a great deal of his time to fund raising and other aspects of then charity. He has again raised a considerable amount of money towards our 'bus replacement programme' and running costs. This has allowed us to purchase another new Bus in 2023.

As has become usual for us, our aim for each financial year is to break even with costs and general income balancing each other out. The fundraising that our trustee does then allows for new vehicles to be purchased, this means a very satisfactory end to each year.

We are extremely pleased to say that for the fourth year running we have again exceeded our expectations and have a surplus for the year April 2022 to March 2023 of £1,190.

Our 'Buzzer Buddy' scheme has continued to be a fantastic and popular means of communication for our members, and we have had many reports of people communicating during these difficult times using this service.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2023

Small company provisions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Reserves Policy

A formal policy on general reserves was agreed at the September 2008 meeting of the executive committee and was reviewed and amended by the executive committee on 28th November 2018. It was agreed that it will be reviewed at each AGM and this has been done again on 10 October 2023 and unanimously accepted by the committee. It states:

A general reserves policy is desirable to identify that part of the assets of the company which must be set aside to cover adverse financial contingencies. The reserve fund for Buzzer Buses is intended to cover the following contingencies:

1. Orderly closure of the business if continuation is no longer possible.
2. The continuation of the business in periods of adverse cash flow.
3. The acquisition of new office premises and associated moving costs.
4. The replacement of secure parking facilities for our buses.
5. Emergency Hire of a vehicle should the need arise to maintain service.

1. Orderly closure of the business implies the cessation of operations, the redundancy of staff and any contracted obligations to suppliers. This requires sufficient funds to cover three months funding of salaries and salary related payments.

2. Continued operation in the face of delays to funding grants requires funds to operate the business for a period of up to two months.

It is therefore the policy of the company to designate a general reserve to cover all these contingencies and to ensure that an appropriate proportion of the assets be protected for that purpose. This is separate from the sum represented by the tangible assets (i.e. buses) and the funds for their normal replacements.

This policy document shall be appended to the annual accounts, and where necessary amended, for approval by the trustees at each AGM.

Forthcoming Year

The financial security of the company is once again assured for the forthcoming year. We have received our grant payment from LTC and payment for the Dial-a-Ride from CBC. We are extremely busy with members wanting to get out more than ever now they are free to do so. We have also massively increased our Fundraising activities and this has proved a valuable additional source of income. This will continue throughout 2023 and beyond.

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE TRUSTEES / DIRECTORS (continued)
for the Year Ended 31 March 2023**

New Trustees

New Management Committee members may be elected individually at the Annual General Meeting. The Management Committee may in addition co-opt no more than five other persons to serve as full voting members of the Management Committee until the next Annual General Meeting. Existing Trustees agree what skills, experience and knowledge are needed in new trustees and a job specification is then drawn up. Successful candidates are interviewed and invited to join subject to references, formal vetting and approval by the full trustee board. They are provided with copies of the Memorandum and Articles of Association of the charity and literature pertaining to our activities, together with a copy of the essential trustee guide (CC3) as issued by the Charity Commission. Officers serve for one year, after which they are eligible for re-appointment provided that no person serves for more than ten consecutive years in the same post.

Approved by the Board on 30 January 2024 and signed on its behalf by:

Mrs P O'Toole (Hon. Chairperson)

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BUZZER BUSES (DIAL A RIDE) LIMITED**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023, which are set out on pages 7 to 15.

Responsibilities and basis of report

As the charity 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 company'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 that in any material respect:

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.

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.

D R Kerins FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

Date: 30 January 2024

BUZZER BUSES (DIAL A RIDE) LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2023**

	Notes	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total Funds</u> 2023	<u>Total Funds</u> 2022
		<u>General reserve</u>	<u>Designated reserves</u>	<u>Funds</u>		
				<u>Capital assets</u>		
		£	£	£	£	£
Income and endowments from						
Donations & Legacies	3	34,604		9,349	43,953	50,009
Charitable activities	4	192,706			192,706	193,525
Other trading activities	5	1,435			1,435	1,580
Investments		763			763	12
Other	6	-			-	9,813
Total income and endowments		229,508	-	9,349	238,857	254,939
Expenditure on:						
Raising funds		-			-	-
Charitable activities	8	232,568		4,349	236,917	226,008
Other	8	750			750	750
Total expenditure		233,318	-	4,349	237,667	226,758
Net Income/(Expenditure) for the Year		(3,810)	-	5,000	1,190	28,181
Transfers Between Funds	15	(5,750)	5,750		-	-
Net Movements in Funds		(9,560)	5,750	5,000	1,190	28,181
Reconciliation of Funds						
Total funds brought forward from 1 April 2022		120,975	116,516	-	237,491	209,310
Total funds carried forward at 31 March 2023		111,415	122,266	5,000	238,681	237,491

The notes on pages 9 to 15 form an integral part of these financial statements.

**BALANCE SHEET
31 March 2023**

	Notes	2023		2022	
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		103,377		132,691
CURRENT ASSETS					
Debtors	11	22,247		20,169	
Cash at bank and in hand		<u>121,397</u>		<u>94,611</u>	
			143,644		114,780
CREDITORS					
Amounts falling due within one year	12	<u>(8,340)</u>		<u>(9,980)</u>	
NET CURRENT ASSETS			<u>135,304</u>		<u>104,800</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u><u>238,681</u></u>		<u><u>237,491</u></u>
FUNDS OF THE CHARITY					
Unrestricted funds:					
General fund	15		111,415		120,975
Designated funds	15		122,266		116,516
Restricted funds					
Capital assets	15		5,000		-
			<u>238,681</u>		<u>237,491</u>

For the year ending 31 March 2023, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on 30 January 2024 and were signed on its behalf by:

Mrs P O'Toole

BUZZER BUSES (DIAL A RIDE) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2023

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (SORP- FRS 102) (effective January 2016), the Statement of Recommended Practice for Charities (revised 2015), the Charities Act 2011 and the Companies Act 2006.

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

Company status

The company is limited by guarantee and has no share capital. The liability of members is limited to £1 in the event of a winding up.

Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis since the Trustees are confident that the Company is able to continue to meet its liabilities as they fall due for the next year after the accounts have been signed.

Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes. Further details of each fund are disclosed in note 15.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Tangible fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office and computer equipment	- 20% on cost
Motor vehicles	- 12.5%-20% on cost

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Government grants

Government grants are recognised in the Income Statement so as to match them with the expenditure towards which they are intended to contribute.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023**

2 NET INCOME/(EXPENDITURE) FOR THE YEAR

The Net income/(expenditure) is stated after charging:	2023	2022
	£	£
Depreciation - owned assets	28,515	26,573
Accountants - independent examination	600	600
Accountants - operators grants	150	150
Loss on disposal of fixed assets	2,022	-
	<u>2,022</u>	<u>-</u>
Directors' emoluments and other benefits etc	<u>-</u>	<u>-</u>

3 DONATIONS & LEGACIES - GRANTS AND DONATIONS

GRANTS

	2023	2022
	£	£
Leighton Linslade Council	4,349	4,145
CBC Community Assets	-	-
Connolly Foundation	-	10,000
Edward Gosling	-	10,000
Masonic Charitable Foundation	5,000	5,000
National Lottery	10,000	10,000
Wixam Tree	5,000	-
Tesco	1,000	-
Garfield Weston	5,000	-
Albert Hunt	5,000	-
	<u>35,349</u>	<u>39,145</u>

The Leighton Linslade Council grant was restricted, provided specifically for bus operating costs (10 week vehicle checks). The Grant from Wixam Tree was also restricted to contribute to the purchase of new bus.

DONATIONS

	2023	2022
	£	£
Donations Received	8,424	10,509
Gift Aid	180	355
	<u>8,604</u>	<u>10,864</u>

In addition to general donations, there were the following significant donations in year:
In Memory Mrs June Morris £5,000.
(2022: Co-op £2,181, Arnold Clarke Foundation £1,000, Link £1,500, New Life Church £1,000 and R Gibbons Legacy £1,000).

Total Grants & Donations	<u>43,953</u>	<u>50,009</u>
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4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Central Bedfordshire Council	90,000	90,000
Contractual income from government or public authorities	64,820	59,862
Other fares received	32,027	32,015
UK Government grants	4,971	4,168
Subscriptions	888	450
Other income	-	7,030
	<u>192,706</u>	<u>193,525</u>

There was deferred income in the year of £nil (2022 - £1,240) from Link-A-Ride to provide transport to their clients.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023**

5 OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Subscriptions	1,435	1,580
Other Income	-	-
Profit on sale of tangible fixed asset	-	-
	<u>1,435</u>	<u>1,580</u>

6 OTHER INCOME

	2023	2022
	£	£
HMRC JRS Grant payments	-	9,813
	<u>-</u>	<u>9,813</u>

7 STAFF COSTS

The average number of persons employed by the charity during the year, analysed by category, was as follows:

	2023	2022
Drivers	6	7
Administration	4	3
Passenger Assistants	1	1
	<u>11</u>	<u>11</u>

	2023	2022
	£	£
Salaries	147,861	147,229
Social security costs	3,797	5,341
Pension costs	1,375	312
	<u>153,033</u>	<u>152,882</u>

No employee earned in excess of £60,000 per annum (2022 - none).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023**

8 EXPENDITURE ON CHARITABLE ACTIVITIES

	Payroll	Bus Operating Costs	Support Costs	Governance	2023	2022
					£	£
Charitable Activities						
Employment costs	153,033				153,033	152,882
Other direct costs		35,262			35,262	30,610
Depreciation of tangible fixed assets		26,578			26,578	25,000
Establishment costs			8,939		8,939	7,588
Office expenses			3,754		3,754	4,853
Printing, posting and stationery			1,420		1,420	232
Subscriptions and donations			120		120	120
Sundry and other costs			2,522		2,522	1,616
Travel and subsistence			455		455	86
Accountancy fees			675		675	1,108
Training			200		200	340
Depreciation of tangible fixed assets			1,937		1,937	1,573
Loss on disposal of tangible fixed assets			2,022		2,022	
	<u>153,033</u>	<u>61,840</u>	<u>22,044</u>	<u>-</u>	<u>236,917</u>	<u>226,008</u>
Other Costs						
Audit & Independent examination fees				750	750	750
	<u>-</u>	<u>-</u>	<u>-</u>	<u>750</u>	<u>750</u>	<u>750</u>
	<u>153,033</u>	<u>61,840</u>	<u>22,044</u>	<u>750</u>	<u>237,667</u>	<u>226,758</u>

9 GOVERNANCE COSTS

These costs relate to the audit fees for the Bus Service Operators Grant and the charge for the Independent Examination of the accounts.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023**

10 TANGIBLE FIXED ASSETS

	Motor vehicles £	Office & computer equipment £	Totals £
COST			
At 1 April 2022	249,411	14,211	263,622
Additions	420	1,803	2,223
Disposals	(59,077)		(59,077)
At 31 March 2023	<u>190,754</u>	<u>16,014</u>	<u>206,768</u>
DEPRECIATION			
At 1 April 2022	120,814	10,117	130,931
Charge for year	26,578	1,937	28,515
Disposals	(56,055)	-	(56,055)
At 31 March 2023	<u>91,337</u>	<u>12,054</u>	<u>103,391</u>
NET BOOK VALUE			
At 31 March 2023	<u>99,417</u>	<u>3,960</u>	<u>103,377</u>
At 31 March 2022	<u>128,597</u>	<u>4,094</u>	<u>132,691</u>

11 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade Debtors	13,555	6,370
Other debtors	1,306	588
Prepayments and accrued income	7,386	13,211
	<u>22,247</u>	<u>20,169</u>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	3,504	2,342
Taxation and social security	2,328	2,072
Accruals and deferred income	2,508	5,566
	<u>8,340</u>	<u>9,980</u>

13 TAXATION

The company is a registered charity and is exempt from corporation tax.

14 PENSIONS

Employees of the charity are entitled to join a defined contribution pension scheme. The charity contribution is restricted to the contributions disclosed in note 7 as 'Pension costs'. The outstanding contributions at the year end are £nil (2022: £nil).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023**

15 STATEMENT OF FUNDS

	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
General funds					
General reserve	120,975	229,508	233,318	(5,750)	111,415
Designated funds					
General contingency reserve	65,000				65,000
Bus replacement reserve	51,516			5,750	57,266
Total unrestricted funds	<u>237,491</u>	<u>229,508</u>	<u>233,318</u>	<u>-</u>	<u>233,681</u>
Restricted funds:					
Capital assets	-	9,349	4,349		5,000
Total restricted funds	<u>-</u>	<u>9,349</u>	<u>4,349</u>	<u>-</u>	<u>5,000</u>
Total funds	<u>237,491</u>	<u>238,857</u>	<u>237,667</u>	<u>-</u>	<u>238,681</u>

The General reserve represents the free funds of the charity which are not designated for particular purposes.

The general contingency reserve is the amount deemed prudent by the trustees to be set aside under the terms of the reserves policy.

The bus replacement reserve represents funds set aside for the replacement of the fleet in due course.

The capital assets fund represents assets purchased out of the restricted grants.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds £	Designated funds £	General funds £	2023 Total £	2022 Total £
Fund balances at 31 March 2021 are represented by:					
Tangible fixed assets			103,377	103,377	132,691
Net current assets	5,000	122,266	8,038	135,304	104,800
Net assets	<u>5,000</u>	<u>122,266</u>	<u>111,415</u>	<u>238,681</u>	<u>237,491</u>

17 RELATED PARTY TRANSACTIONS

There were no related party transactions, other than those disclosed below.

Trustees received expenses totalling £94 during the year (2022 - £NIL).

Cost of remuneration for key management personnel amounted to £42,286 (2022 - £38,891).

No trustees received any remuneration during the year. (2022 - £NIL).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023**

18 CAPITAL COMMITMENTS

As at 31 March 2023 the company had contracted to purchase motor vehicles of £63,100 (2022: £nil).

BUZZER BUSES (DIAL A RIDE) LTD

England & Wales - Charity number 1109107

Accounts

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
BUZZER BUSES (DIAL A RIDE) LIMITED
Company Registration Number 05338802
Charity Registration Number 1109107**

BUZZER BUSES (DIAL A RIDE) LIMITED

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BUZZER BUSES (DIAL A RIDE) LIMITED

**REFERENCE AND ADMINISTRATIVE DETAILS
for the Year Ended 31 March 2022**

DIRECTORS / TRUSTEES: Mrs P L O'Toole (Chairperson)
Mr D R Pipkin (Vice Chairperson)
Mrs J Connolly (Treasurer)
Mr J J O'Toole
Mr M Freeman
Mr N W Jephcote

COMPANY SECRETARY: Mr M Gale

REGISTERED OFFICE: 31 New Road
Linslade
Leighton Buzzard
Bedfordshire
LU7 2LS

REGISTERED NUMBER: 05338802 (England and Wales)

CHARITY NUMBER: 1109107

BANKERS: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

INDEPENDENT EXAMINER: D R Kerins FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS for the Year Ended 31 March 2022

The trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2022, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Acts, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP FRS102)

Status

The company is both a charity and a company, limited by guarantee. It is a member of the Community Transport Association UK, a registered charity (number 1002222), but operates independently of that charity.

Our Purpose & Principal Activity

The principal activity of the company in the period under review was that of carrying out the objects of the charity, being to provide a community transport service for such of the inhabitants of Leighton Linlade and its neighbourhood 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.

In setting our objective and planning our activities our trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Public Benefit

Buzzer Buses have been around for 31 years now constantly providing our Door to Door transport service for the elderly and disabled residents of Leighton Buzzard and the surrounding villages. Now that the Covid Pandemic has subsided we are getting back to operating the way we did previously. We are sure that by mid to late 2022 we will be as busy as always. With increased interest in the service we see ourselves continuing for many years to come.

Directors/Trustees/Structure

The directors, who act as the Management Committee and are also trustees under the Charities Acts, during the year under review were:

Mrs P L O'Toole

D Pipkin

J C Baldwin (resigned 29 July 2021)

Mrs J Connolly (resigned 1 October 2022)

J J O'Toole

Mr N W Jephcote (appointed 17 January 2022)

M Freeman

Day-to day operations are the responsibility of a General Manager who reports directly to the Management Committee.

Financial Review

During the year under review, the company had a net income of £28,181 (2021: net income £34,039). The balance sheet strengthened by 13.5% to £237,491.

Reference and Administrative Details

These are detailed on Page 1 of this report.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2022

Chairman's report

The last financial year has been very different to most but definitely more positive for us than the last two. During April we were offered a contract extension by Central Bedfordshire Council for our Dial-A-Ride service and that helped to confirm that we would be able to continue to operate for at least 2 more years.

We were also asked to continue with the vaccination transport that we had been offering, and Central Bedfordshire Council would now pay for this service which would be a much needed boost to finances. At the same time the UK started to come out of the winter lockdown and people were very eager to get out of their houses again, so we were soon back up to about 75% of our usual service capacity.

Our Dial-a-Ride bookings and spaces on our outings were filled very quickly although we still only allowed a reduced quantity of people per bus to ensure social distancing was still actively observed. All schools returned to usual service and so our morning and afternoon transport requirements were also back to full capacity.

As the year continued, we started to reintroduce some of the streamlining measures that we had become expert at in the years preceding the covid pandemic. This, as was previously proved, helped to reduce costs and increase income. We are certain that things will be back to normal by mid to late 2022.

We have been extremely fortunate to have the services of one of our trustees who has dedicated a great deal of his time to fund raising and has been able to raise a considerable amount of money towards our 'bus replacement programme'. This allowed us to purchase two used vehicles that were far newer than the two that needed to be got rid of.

As has become usual for us, our aim for each financial year is to break even with costs and general income balancing each other out. The fundraising that our trustee does then allows for new vehicles to be purchased, this means a very satisfactory end to each year.

We are extremely pleased to say that for the third year running we have again exceeded our expectations and have a surplus in April 2021 to March 2022 of £28,181.

This compares with the final figures of, April 2020 to March 2021 £34,039, although this was higher than the current year, we received less than a quarter of the government financial assistance from last year (£9,813 as opposed to £46,008).

April 2019 to March 2020 surplus was £19,411, and April 2018 to March 2019 deficit was £3,688

Our 'Buzzer Buddy' scheme has continued to be a fantastic and popular means of communication for our members, and we have had many reports of people communicating during these difficult times using this service.

As always, we also ensure that our company 'No Response Policy' is adhered to (we do not let an unanswered door be ignored) and this has again helped to save lives during the last year.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2022

Small company provisions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Reserves Policy

A formal policy on general reserves was agreed at the September 2008 meeting of the executive committee and was reviewed and amended by the executive committee on 28th November 2018. It was agreed that it will be reviewed at each AGM and this has been done again on 5 August 2021 and unanimously accepted by the committee. It states:

A general reserves policy is desirable to identify that part of the assets of the company which must be set aside to cover adverse financial contingencies. The reserve fund for Buzzer Buses is intended to cover the following contingencies:

1. Orderly closure of the business if continuation is no longer possible.
2. The continuation of the business in periods of adverse cash flow.
3. The acquisition of new office premises and associated moving costs.
4. The replacement of secure parking facilities for our buses.
5. Emergency Hire of a vehicle should the need arise to maintain service.

1. Orderly closure of the business implies the cessation of operations, the redundancy of staff and any contracted obligations to suppliers. This requires sufficient funds to cover three months funding of salaries and salary related payments.

2. Continued operation in the face of delays to funding grants requires funds to operate the business for a period of up to two months.

It is therefore the policy of the company to designate a general reserve to cover all these contingencies and to ensure that an appropriate proportion of the assets be protected for that purpose. This is separate from the sum represented by the tangible assets (i.e. buses) and the funds for their normal replacements.

This policy document shall be appended to the annual accounts, and where necessary amended, for approval by the trustees at each AGM.

Forthcoming Year

The financial security of the company is once again assured for the forthcoming year. We have received our grant payment from LTC and payment for the Dial-a-Ride from CBC. We are extremely busy with members wanting to get out more than ever now they are free to do so. We have also massively increased our Fundraising activities and this has proved a valuable additional source of income. This will continue throughout 2022 and beyond.

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE TRUSTEES / DIRECTORS (continued)
for the Year Ended 31 March 2022**

New Trustees

New Management Committee members may be elected individually at the Annual General Meeting. The Management Committee may in addition co-opt no more than five other persons to serve as full voting members of the Management Committee until the next Annual General Meeting. Existing Trustees agree what skills, experience and knowledge are needed in new trustees and a job specification is then drawn up. Successful candidates are interviewed and invited to join subject to references, formal vetting and approval by the full trustee board. They are provided with copies of the Memorandum and Articles of Association of the charity and literature pertaining to our activities, together with a copy of the essential trustee guide (CC3) as issued by the Charity Commission. Officers serve for one year, after which they are eligible for re-appointment provided that no person serves for more than ten consecutive years in the same post.

Approved by the Board on 12 December 2022 and signed on its behalf by:

Mrs P O'Toole (Hon. Chairperson)

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF BUZZER BUSES (DIAL A RIDE) LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022, which are set out on pages 7 to 15.

Responsibilities and basis of report

As the charity 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 company'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

Since the Company's gross income exceeded £250,000 your examination must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

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.

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.

D R Kerins FCCA
Ad Valorem Accountancy Services Ltd
Chartered Certified Accountants
& Statutory Auditors
2 Manor Farm Court
Old Wolverton
Milton Keynes
Buckinghamshire
MK12 5NN

Date: 16 December 2022

BUZZER BUSES (DIAL A RIDE) LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2022**

	Notes	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total Funds</u>	<u>Total Funds</u>
		<u>General reserve</u>	<u>Designated reserves</u>	<u>Funds</u>		
		£	£	Capital assets £	2022 £	2021 £
Income and endowments from						
Donations & Legacies	3	25,864		24,145	50,009	28,694
Charitable activities	4	193,525			193,525	169,082
Other trading activities	5	1,580			1,580	2,600
Investments		12			12	56
Other	6	9,813			9,813	46,008
Total income and endowments		<u>230,794</u>	<u>-</u>	<u>24,145</u>	<u>254,939</u>	<u>246,440</u>
Expenditure on:						
Raising funds		-			-	
Charitable activities	8	221,863		4,145	226,008	211,651
Other	8	750			750	750
Total expenditure		<u>222,613</u>	<u>-</u>	<u>4,145</u>	<u>226,758</u>	<u>212,401</u>
Net Income/(Expenditure) for the Year		<u>8,181</u>	<u>-</u>	<u>20,000</u>	<u>28,181</u>	<u>34,039</u>
Transfers Between Funds	15	53,960	(12,051)	(41,909)	-	-
Net Movements in Funds		<u>62,141</u>	<u>(12,051)</u>	<u>(21,909)</u>	<u>28,181</u>	<u>34,039</u>
Reconciliation of Funds						
Total funds brought forward from 1 April 2021		58,834	128,567	21,909	209,310	175,271
Total funds carried forward at 31 March 2022		<u>120,975</u>	<u>116,516</u>	<u>-</u>	<u>237,491</u>	<u>209,310</u>

The notes on pages 9 to 15 form an integral part of these financial statements.

BUZZER BUSES (DIAL A RIDE) LIMITED (REGISTERED NUMBER: 05338802)

BALANCE SHEET

31 March 2022

	Notes	2022		2021	
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		132,691		80,195
CURRENT ASSETS					
Debtors	11	20,169		15,303	
Cash at bank and in hand		<u>94,611</u>		<u>132,598</u>	
		114,780		147,901	
CREDITORS					
Amounts falling due within one year	12	<u>(9,980)</u>		<u>(18,786)</u>	
NET CURRENT ASSETS			<u>104,800</u>		<u>129,115</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>237,491</u>		<u>209,310</u>
FUNDS OF THE CHARITY					
Unrestricted funds:					
General fund	15		120,975		58,834
Designated funds	15		116,516		128,567
Restricted funds					
Capital assets	15		-		21,909
			<u>237,491</u>		<u>209,310</u>

For the year ending 31 March 2022, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

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

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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on 12 December 2022 and were signed on its behalf by:

Mrs P O'Toole

BUZZER BUSES (DIAL A RIDE) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2022

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (SORP- FRS 102) (effective January 2016), the Statement of Recommended Practice for Charities (revised 2015), the Charities Act 2011 and the Companies Act 2006.

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

Company status

The company is limited by guarantee and has no share capital. The liability of members is limited to £1 in the event of a winding up.

Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis since the Trustees are confident that the Company is able to continue to meet its liabilities as they fall due for the next year after the accounts have been signed.

The impact of the coronavirus pandemic on our charity has been disclosed in the report of the trustees/directors. In our view, this does not affect our opinion that the financial statements should continue to be prepared on a going concern basis.

Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes. Further details of each fund are disclosed in note 15.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Tangible fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office and computer equipment	- 20% on cost
Motor vehicles	- 12.5%-20% on cost

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Government grants

Government grants are recognised in the Income Statement so as to match them with the expenditure towards which they are intended to contribute.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

2 NET INCOME/(EXPENDITURE) FOR THE YEAR

The Net income/(expenditure) is stated after charging:	2022	2021
	£	£
Depreciation - owned assets	26,573	23,744
Accountants - independent examination	600	600
Accountants - operators grants	150	150
	<u> </u>	<u> </u>
Directors' emoluments and other benefits etc	<u> -</u>	<u> -</u>

3 DONATIONS & LEGACIES - GRANTS AND DONATIONS

GRANTS

	2022	2021
	£	£
Leighton Linslade Council	4,145	4,100
CBC Community Assets	-	15,000
Connolly Foundation	10,000	-
Edward Gosling	10,000	-
Masonic Charitable Foundation	5,000	-
National Lottery	10,000	-
	<u> </u>	<u> </u>
	<u>39,145</u>	<u>19,100</u>

Both the Edward Gosling and National Lottery grants were restricted income grants. These were provided specifically for vehicle replacement. The Leighton Linslade Council grant was also restricted, provided specifically for bus operating costs (10 week vehicle checks).

DONATIONS

	2022	2021
	£	£
Donations Received	10,509	9,284
Gift Aid	355	310
	<u> </u>	<u> </u>
	<u>10,864</u>	<u>9,594</u>

In addition to general donations, there were the following significant donations in year: Co-op £2,181, Arnold Clarke Foundation £1,000, Link £1,500, New Life Church £1,000 and R Gibbons Legacy £1,000. (2021: £5,000 was received from the Bernard Sunley Trust and £1,909 from the Co-Op).

Total Grants & Donations	<u>50,009</u>	<u>28,694</u>
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4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2022	2021
	£	£
Central Bedfordshire Council	90,000	90,000
Contractual income from government or public authorities	59,862	54,522
Other fares received	32,015	13,882
UK Government grants	4,168	4,298
Subscriptions	450	360
Other income	7,030	6,020
	<u> </u>	<u> </u>
	<u>193,525</u>	<u>169,082</u>

There was deferred income in the year of £1,240 (2021 - £4,040) from Link-A-Ride to provide transport to their clients.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

5 OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Subscriptions	1,580	1,700
Other Income	-	300
Profit on sale of tangible fixed asset	-	600
	<u>1,580</u>	<u>2,600</u>

6 OTHER INCOME

	2022	2021
	£	£
HMRC JRS Grant payments	9,813	46,008
	<u>9,813</u>	<u>46,008</u>

7 STAFF COSTS

The average number of persons employed by the charity during the year, analysed by category, was as follows:

	2022	2021
Drivers	7	6
Administration	3	3
Passenger Assistants	1	1
	<u>11</u>	<u>10</u>

	2022	2021
	£	£
Salaries	147,229	148,457
Social security costs	5,341	3,820
Pension costs	312	274
	<u>152,882</u>	<u>152,551</u>

No employee earned in excess of £60,000 per annum (2021 - none).

No staff redundancies were made during the financial year.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

8 EXPENDITURE ON CHARITABLE ACTIVITIES

	Payroll	Bus Operating Costs	Support Costs	Governance	2022	2021
					£	£
Charitable Activities						
Employment costs	152,882				152,882	152,551
Other direct costs		30,610			30,610	19,652
Depreciation of tangible fixed assets		25,000			25,000	22,361
Establishment costs			7,588		7,588	6,318
Office expenses			4,853		4,853	4,877
Printing, posting and stationery			232		232	716
Subscriptions and donations			120		120	197
Sundry and other costs			1,616		1,616	1,201
Travel and subsistence			86		86	-
Accountancy fees			1,108		1,108	2,395
Training			340		340	-
Depreciation of tangible fixed assets			1,573		1,573	1,383
	<u>152,882</u>	<u>55,610</u>	<u>17,516</u>	<u>-</u>	<u>226,008</u>	<u>211,651</u>
Other Costs						
Audit & Independent examination fees				750	750	750
	<u>-</u>	<u>-</u>	<u>-</u>	<u>750</u>	<u>750</u>	<u>750</u>
	<u>152,882</u>	<u>55,610</u>	<u>17,516</u>	<u>750</u>	<u>226,758</u>	<u>212,401</u>

9 GOVERNANCE COSTS

These costs relate to the audit fees for the Bus Service Operators Grant and the charge for the Independent Examination of the accounts.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2022**

10 TANGIBLE FIXED ASSETS

	Motor vehicles £	Office & computer equipment £	Totals £
COST			
At 1 April 2021	171,560	12,993	184,553
Additions	77,851	1,218	79,069
Disposals			
At 31 March 2022	<u>249,411</u>	<u>14,211</u>	<u>263,622</u>
DEPRECIATION			
At 1 April 2021	95,814	8,544	104,358
Charge for year	25,000	1,573	26,573
Disposals		-	-
At 31 March 2022	<u>120,814</u>	<u>10,117</u>	<u>130,931</u>
NET BOOK VALUE			
At 31 March 2022	<u>128,597</u>	<u>4,094</u>	<u>132,691</u>
At 31 March 2021	<u>75,746</u>	<u>4,449</u>	<u>80,195</u>

11 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade Debtors	6,370	8,736
Other debtors	588	574
Prepayments and accrued income	<u>13,211</u>	<u>5,993</u>
	<u>20,169</u>	<u>15,303</u>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	2,342	2,314
Taxation and social security	2,072	1,894
Accruals and deferred income	<u>5,566</u>	<u>14,578</u>
	<u>9,980</u>	<u>18,786</u>

13 TAXATION

The company is a registered charity and is exempt from corporation tax.

14 PENSIONS

Employees of the charity are entitled to join a defined contribution pension scheme. The charity contribution is restricted to the contributions disclosed in note 7 as 'Pension costs'. The outstanding contributions at the year end are £nil (2021: £nil).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2022**

15 STATEMENT OF FUNDS

	At 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2022 £
General funds					
General reserve	58,834	230,794	222,613	53,960	120,975
Designated funds					
General contingency reserve	65,000				65,000
Bus replacement reserve	63,567			(12,051)	51,516
Total unrestricted funds	<u>187,401</u>	<u>230,794</u>	<u>222,613</u>	<u>41,909</u>	<u>237,491</u>
Restricted funds:					
Capital assets	21,909	24,145	4,145	(41,909)	-
Total restricted funds	<u>21,909</u>	<u>24,145</u>	<u>4,145</u>	<u>(41,909)</u>	<u>-</u>
Total funds	<u>209,310</u>	<u>254,939</u>	<u>226,758</u>	<u>-</u>	<u>237,491</u>

The General reserve represents the free funds of the charity which are not designated for particular purposes.

The general contingency reserve is the amount deemed prudent by the trustees to be set aside under the terms of the reserves policy.

The bus replacement reserve represents funds set aside for the replacement of the fleet in due course. During the year £12,051 was transferred from the bus replacement funds to general funds.

The capital assets fund represents assets purchased out of the restricted grants. This was used to purchase 2 new buses,

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds £	Designated funds £	General funds £	2022 Total £	2021 Total £
Fund balances at 31 March 2021 are represented by:					
Tangible fixed assets	-		132,691	132,691	80,195
Net current assets		116,516	(11,716)	104,800	129,115
Net assets	<u>-</u>	<u>116,516</u>	<u>120,975</u>	<u>237,491</u>	<u>209,310</u>

17 RELATED PARTY TRANSACTIONS

There were no related party transactions, other than those disclosed below.

Trustees received expenses totalling £NIL during the year (2021 - £NIL).

Cost of remuneration for key management personnel amounted to £38,891 (2021 - £33,370).

No trustees received any remuneration during the year. (2021 - £NIL).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2022**

18 CAPITAL COMMITMENTS

As at 31 March 2022 the company had contracted to purchase motor vehicles of £nil (2021: £40,708).

BUZZER BUSES (DIAL A RIDE) LTD

England & Wales - Charity number 1109107

Accounts

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
BUZZER BUSES (DIAL A RIDE) LIMITED
Company Registration Number 05338802
Charity Registration Number 1109107**

BUZZER BUSES (DIAL A RIDE) LIMITED

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for the Year Ended 31 March 2021**

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BUZZER BUSES (DIAL A RIDE) LIMITED

**REFERENCE AND ADMINISTRATIVE DETAILS
for the Year Ended 31 March 2021**

DIRECTORS / TRUSTEES: Mrs P L O'Toole (Chairperson)
Mr D R Pipkin (Vice Chairperson)
Mrs J Connolly (Treasurer)
Mr J Baldwin
Mr J J O'Toole
Mr M Freeman

COMPANY SECRETARY: Mr M Gale

REGISTERED OFFICE: 31 New Road
Linslade
Leighton Buzzard
Bedfordshire
LU7 2LS

REGISTERED NUMBER: 05338802 (England and Wales)

CHARITY NUMBER: 1109107

BANKERS: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

INDEPENDENT EXAMINER: M L Clark FCA
ECL Howard Watson Smith LLP
Chartered Accountants
ECL House
Lake Street
Leighton Buzzard
Bedfordshire
LU7 1RT

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS for the Year Ended 31 March 2021

The trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2021, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Acts, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP FRS102)

Status

The company is both a charity and a company, limited by guarantee. It is a member of the Community Transport Association UK, a registered charity (number 1002222), but operates independently of that charity.

Our Purpose & Principal Activity

The principal activity of the company in the period under review was that of carrying out the objects of the charity, being to provide a community transport service for such of the inhabitants of Leighton Linlade and its neighbourhood 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.

In setting our objective and planning our activities our trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Public Benefit

Buzzer Buses has existed for 30 years to provide a Door to Door transport service for residents of Leighton Linlade and for villages within the adjacent locality. The need for our services was further highlighted over the past year during the coronavirus pandemic. Although the amount of passenger journeys fell significantly due to the fact that everyone was forced to stay at home, we diversified to fill a huge void where the majority of people that were not allowed (or able) to get out still needed their medication. Our staff risked their own health to ensure that prescriptions were collected from pharmacies and delivered to people's homes. Members and non-members were treated equally in this time of need. We also continued to provide transport to doctors surgeries where an urgent need was obvious.

Directors/Trustees/Structure

The directors, who act as the Management Committee and are also trustees under the Charities Acts, during the year under review were:

Mrs P L O'Toole

D Pipkin

J C Baldwin

Mrs J Connolly (Appointed 6 August 2020)

J J O'Toole

Mrs P Cramer (Resigned 30 September 2020)

M Freeman

Day-to day operations are the responsibility of a General Manager who reports directly to the Management Committee.

Financial Review

During the year under review, the company had a net income of £34,039 (2020: net income £19,375). The balance sheet strengthened by 19.4% to £209,310.

Reference and Administrative Details

These are detailed on Page 1 of this report.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2021

Chairman's report

The last financial year has been an extremely different one for us as I am sure it has been for everyone around the world. When the coronavirus pandemic hit in late March and the world went into lockdown it changed everything that we did. We immediately offered our services to help the community wherever possible and this was taken up by Central Bedfordshire Council who initially asked us to help with hospital to home transport to empty the hospitals ready for the expected influx of COVID 19 patients.

Soon after this we were asked to help with prescription delivery, and this took off in a big way. We were soon collecting these from many pharmacies each day and delivering them to people's homes. Due to the 'stay at home' order we were offering this service to everyone in the community and the Buzzer staff were magnificent in their selfless deeds putting themselves in danger to ensure the public at large were receiving their necessary drugs whilst staying home. Our office team were also calling all of the members on our database to ensure that they were well, safe, and receiving food and medication in these unprecedented circumstances. When the vaccines began to be rolled out we offered transport to the vaccination centres for anyone in the community.

A great deal of our self-generated income stopped, all outings, Dial-a-Ride trips and other work that creates our regular income was immediately halted. Luckily, we do operate a few school transport routes and these remained due to students of 'Key-Workers' continuing to attend lessons throughout the pandemic. We were also lucky that our support from CBC continued and this along with the furlough scheme ensured that we were able to continue operating.

During this period two of our oldest buses failed and had to be got rid of. We managed to find and purchase a previously used vehicle to cover one and we had a new bus on order from money raised last year to replace the second. Although the new vehicle has been greatly delayed by the pandemic.

The Section 19 bus permit situation is still not fully resolved although we have been able to replace our expired permits with new ones that will last 5 years. These permits will allow our Dial-a-Ride operations and some other work. Non-Competitively tendered contracts are allowed but there is still work being done by the CTA to finalise exactly what we can and cannot do.

As with last year our aim at the beginning of the year was to break even and we are extremely pleased to say that for the second year running we have done far more than this with a surplus in the year 2020-2021 of £34,039. Our last few years finances are, 2017-2018 deficit £30,660, 2018-2019 deficit of £4,323, 2019-2020 surplus of £19,375, and this shows that our staff's extreme hard work and new way of working is showing in our accounts. This surplus money will be used to purchase another new vehicle and update many office items that are literally falling apart.

Our 'Buzzer Buddy' scheme continues to grow in popularity, and this helps people to communicate with each other throughout these extremely tough times. We also ensure that our company 'No Response Policy' is adhered to (we do not let an unanswered door be ignored) and this has again helped to save lives during the last year.

BUZZER BUSES (DIAL A RIDE) LIMITED

REPORT OF THE TRUSTEES / DIRECTORS (continued) for the Year Ended 31 March 2021

Small company provisions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Reserves Policy

A formal policy on general reserves was agreed at the September 2008 meeting of the executive committee and was reviewed and amended by the executive committee on 28th November 2018. It states:

A general reserves policy is desirable to identify that part of the assets of the company which must be set aside to cover adverse financial contingencies. The reserve fund for Buzzer Buses is intended to cover the following contingencies:

1. Orderly closure of the business if continuation is no longer possible.
 2. The continuation of the business in periods of adverse cash flow.
 3. The acquisition of new office premises and associated moving costs.
 4. The replacement of secure parking facilities for our buses.
 5. Emergency Hire of a vehicle should the need arise to maintain service.
-
1. Orderly closure of the business implies the cessation of operations, the redundancy of staff and any contracted obligations to suppliers. This requires sufficient funds to cover three months funding of salaries and salary related payments.
 2. Continued operation in the face of delays to funding grants requires funds to operate the business for a period of up to two months.

It is therefore the policy of the company to designate a general reserve to cover all these contingencies and to ensure that an appropriate proportion of the assets be protected for that purpose. This is separate from the sum represented by the tangible assets (i.e. buses) and the funds for their normal replacements.

This policy document shall be appended to the annual accounts, and where necessary amended, for approval by the trustees at each AGM.

Forthcoming Year

The financial security of the company is once again assured for the forthcoming year. We have received our grant payment from Leighton Linlade Council, and we have had our Dial-a-Ride contract formally extended for the next two years. Payment of this was received at the beginning of July. The Dial-a-Ride business has already picked up at an incredible rate as have subscriptions to our outings that bring in a very good income. This is off the back of covid restrictions being lifted and we anticipate things getting busier as the weather improves and more restrictions are dropped. Most staff are back to their normal hours and those that are not back to full time are expected to be within the next few weeks.

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE TRUSTEES / DIRECTORS (continued)
for the Year Ended 31 March 2021**

New Trustees

New Management Committee members may be elected individually at the Annual General Meeting. The Management Committee may in addition co-opt no more than five other persons to serve as full voting members of the Management Committee until the next Annual General Meeting. Existing Trustees agree what skills, experience and knowledge are needed in new trustees and a job specification is then drawn up. Successful candidates are interviewed and invited to join subject to references, formal vetting and approval by the full trustee board. They are provided with copies of the Memorandum and Articles of Association of the charity and literature pertaining to our activities, together with a copy of the essential trustee guide (CC3) as issued by the Charity Commission. Officers serve for one year, after which they are eligible for re-appointment provided that no person serves for more than ten consecutive years in the same post.

Approved by the Board on 5 August 2021 and signed on its behalf by:

Mrs P L O'Toole (Hon. Chairperson)

BUZZER BUSES (DIAL A RIDE) LIMITED

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BUZZER BUSES (DIAL A RIDE) LIMITED**

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 7 to 15.

Responsibilities and basis of report

As the charity 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 company'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 that in any material respect:

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.

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.

M L Clark FCA
ECL Howard Watson Smith LLP
Chartered Accountants
ECL House
Lake Street
Leighton Buzzard
Bedfordshire
LU7 1RT

Date: 12 August 2021

BUZZER BUSES (DIAL A RIDE) LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2021**

	Notes	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total Funds</u>	<u>Total Funds</u>
		<u>General reserve</u>	<u>Designated reserves</u>	<u>Funds</u>		
		£	£	Capital assets	2021	2020
		£	£	£	£	£
Income and endowments from						
Donations & Legacies	3	2,685		26,009	28,694	28,972
Charitable activities	4	169,082			169,082	197,778
Other trading activities	5	2,600			2,600	4,196
Investments		56			56	177
Other	6	46,008			46,008	1,407
Total income and endowments		<u>220,431</u>	<u>-</u>	<u>26,009</u>	<u>246,440</u>	<u>232,530</u>
Expenditure on:						
Raising funds		-			-	
Charitable activities	8	207,551		4,100	211,651	212,455
Other	8	750			750	700
Total expenditure		<u>208,301</u>	<u>-</u>	<u>4,100</u>	<u>212,401</u>	<u>213,155</u>
Net Income/(Expenditure) for the Year		<u>12,130</u>	<u>-</u>	<u>21,909</u>	<u>34,039</u>	<u>19,375</u>
Transfers Between Funds	15	(29,000)	29,000		-	-
Net Movements in Funds		<u>(16,870)</u>	<u>29,000</u>	<u>21,909</u>	<u>34,039</u>	<u>19,375</u>
Reconciliation of Funds						
Total funds brought forward from 1 April 2020		75,704	99,567	-	175,271	155,896
Total funds carried forward at 31 March 2021		<u>58,834</u>	<u>128,567</u>	<u>21,909</u>	<u>209,310</u>	<u>175,271</u>

The notes on pages 9 to 14 form an integral part of these financial statements.

BALANCE SHEET
31 March 2021

	Notes	2021		2020	
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		80,195		77,083
CURRENT ASSETS					
Debtors	11	15,303		10,912	
Cash at bank and in hand		<u>132,598</u>		<u>92,400</u>	
			147,901		103,312
CREDITORS					
Amounts falling due within one year	12	<u>(18,786)</u>		<u>(5,124)</u>	
NET CURRENT ASSETS			<u>129,115</u>		<u>98,188</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u><u>209,310</u></u>		<u><u>175,271</u></u>
FUNDS OF THE CHARITY					
Unrestricted funds:					
General fund	15		58,834		75,704
Designated funds	15		128,567		99,567
Restricted funds					
Capital assets	15		21,909		-
			<u>209,310</u>		<u>175,271</u>

For the year ending 31 March 2021, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on 5 August 2021 and were signed on its behalf by:

Mrs J Connolly (Treasurer)

BUZZER BUSES (DIAL A RIDE) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2021

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (SORP- FRS 102) (effective January 2016), the Statement of Recommended Practice for Charities (revised 2015), the Charities Act 2011 and the Companies Act 2006.

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

Company status

The company is limited by guarantee and has no share capital. The liability of members is limited to £1 in the event of a winding up.

Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis since the Trustees are confident that the Company is able to continue to meet its liabilities as they fall due for the next year after the accounts have been signed.

The impact of the coronavirus pandemic on our charity has been disclosed in the report of the trustees/directors. In our view, this does not affect our opinion that the financial statements should continue to be prepared on a going concern basis.

Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes. Further details of each fund are disclosed in note 15.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Tangible fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office and computer equipment	- 20% on cost
Motor vehicles	- 12.5%-20% on cost

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Government grants

Government grants are recognised in the Income Statement so as to match them with the expenditure towards which they are intended to contribute.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

2 NET INCOME/(EXPENDITURE) FOR THE YEAR

The Net income/(expenditure) is stated after charging:	2021	2020
	£	£
Depreciation - owned assets	23,744	18,663
Accountants - independent examination	600	550
Accountants - operators grants	150	150
	<u> </u>	<u> </u>
Directors' emoluments and other benefits etc	<u> -</u>	<u> -</u>

3 DONATIONS & LEGACIES - GRANTS AND DONATIONS

GRANTS

	2021	2020
	£	£
Leighton Linslade Council	4,100	3,794
CBC Ward Grant	-	1,300
CBC Community Assets	15,000	
	<u> </u>	<u> </u>
	<u>19,100</u>	<u>5,094</u>

All grants received during the year were restricted income grants. The Leighton Linslade Council grant was provided specifically for bus operating costs (10 week vehicle checks). The CBC Community Assets grant of was specifically for vehicle replacement.

DONATIONS

	2021	2020
	£	£
Donations Received	9,285	23,645
Gift Aid	310	233
	<u> </u>	<u> </u>
	<u>9,595</u>	<u>23,878</u>

In addition to general donations, two significant donations were received during the year specifically for vehicle replacement. £5,000 was received for the Bernard Sunley Trust and £1,909 from the Co-Op.

Total Grants & Donations	<u>28,694</u>	<u>28,972</u>
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4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
Central Bedfordshire Council	90,000	90,000
Contractual income from government or public authorities	54,522	39,937
Other fares received	13,882	44,023
UK Government grants	4,298	4,748
Subscriptions	360	730
Other income	6,020	18,340
	<u> </u>	<u> </u>
	<u>169,082</u>	<u>197,778</u>

There was deferred income in the year of £4,040 (2020 - £NIL) from Link-A-Ride to provide transport to their clients. Due to COVID 19 the service was not required. Once the national lockdown restrictions are lifted, the service will be operational again.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

5 OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Subscriptions	1,700	3,296
Other Income	300	300
Profit on sale of tangible fixed asset	600	600
	<u>2,600</u>	<u>4,196</u>

6 OTHER INCOME

	2021	2020
	£	£
HMRC JRS Grant payments	46,008	1,407
	<u>46,008</u>	<u>1,407</u>

7 STAFF COSTS

The average number of persons employed by the charity during the year, analysed by category, was as follows:

	2021	2020
Drivers	6	6
Administration	3	3
Passenger Assistants	1	1
	<u>10</u>	<u>10</u>

	2021	2020
	£	£
Salaries	148,457	145,150
Social security costs	3,820	5,881
Pension costs	274	-
	<u>152,551</u>	<u>151,031</u>

No employee earned in excess of £60,000 per annum (2020 - none).

No staff redundancies were made during the financial year.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

8 EXPENDITURE ON CHARITABLE ACTIVITIES

	Payroll	Bus Operating Costs	Support Costs	Governance	2021	2020
					£	£
Charitable Activities						
Employment costs	152,551				152,551	151,032
Other direct costs		19,652			19,652	29,406
Depreciation of tangible fixed assets		22,361			22,361	17,302
Establishment costs			6,318		6,318	6,387
Office expenses			4,877		4,877	4,233
Printing, posting and stationery			716		716	810
Subscriptions and donations			197		197	132
Sundry and other costs			1,201		1,201	1,135
Travel and subsistence			-		-	132
Accountancy fees			2,395		2,395	525
Depreciation of tangible fixed assets			1,383		1,383	1,361
	<u>152,551</u>	<u>42,013</u>	<u>17,087</u>	<u>-</u>	<u>211,651</u>	<u>212,455</u>
Other Costs						
Audit & Independent examination fees				750	750	700
	<u>-</u>	<u>-</u>	<u>-</u>	<u>750</u>	<u>750</u>	<u>700</u>
	<u>152,551</u>	<u>42,013</u>	<u>17,087</u>	<u>750</u>	<u>212,401</u>	<u>213,155</u>

9 GOVERNANCE COSTS

These costs relate to the audit fees for the Bus Service Operators Grant and the charge for the Independent Examination of the accounts.

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

10 TANGIBLE FIXED ASSETS

	Motor vehicles £	Office & computer equipment £	Totals £
COST			
At 1 April 2020	198,396	12,389	210,785
Additions	26,250	604	26,854
Disposals	(53,086)	-	(53,086)
At 31 March 2021	<u>171,560</u>	<u>12,993</u>	<u>184,553</u>
DEPRECIATION			
At 1 April 2020	126,539	7,163	133,702
Charge for year	22,361	1,381	23,742
Disposals	(53,086)	-	(53,086)
At 31 March 2021	<u>95,814</u>	<u>8,544</u>	<u>104,358</u>
NET BOOK VALUE			
At 31 March 2021	<u>75,746</u>	<u>4,449</u>	<u>80,195</u>
At 31 March 2020	<u>71,857</u>	<u>5,226</u>	<u>77,083</u>

11 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade Debtors	8,736	-
Other debtors	574	331
Prepayments and accrued income	<u>5,993</u>	<u>10,581</u>
	<u>15,303</u>	<u>10,912</u>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade creditors	2,314	1,254
Taxation and social security	1,894	2,332
Accruals and deferred income	<u>14,578</u>	<u>1,538</u>
	<u>18,786</u>	<u>5,124</u>

13 TAXATION

The company is a registered charity and is exempt from corporation tax.

14 PENSIONS

Employees of the charity are entitled to join a defined contribution pension scheme. The charity contribution is restricted to the contributions disclosed in note 7 as 'Pension costs'. The outstanding contributions at the year end are £nil (2020: £nil).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

15 STATEMENT OF FUNDS

	At 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2021 £
General funds					
General reserve	75,704	220,431	208,301	(29,000)	58,834
Designated funds					
General contingency reserve	65,000	-	-		65,000
Bus replacement reserve	34,567	-	-	29,000	63,567
Total unrestricted funds	<u>175,271</u>	<u>220,431</u>	<u>208,301</u>	<u>-</u>	<u>187,401</u>
Restricted funds:					
Capital assets	-	26,009	4,100		21,909
Total restricted funds	<u>-</u>	<u>26,009</u>	<u>4,100</u>	<u>-</u>	<u>21,909</u>
Total funds	<u>175,271</u>	<u>246,440</u>	<u>212,401</u>	<u>-</u>	<u>209,310</u>

The General reserve represents the free funds of the charity which are not designated for particular purposes.

The general contingency reserve is the amount deemed prudent by the trustees to be set aside under the terms of the reserves policy.

The bus replacement reserve represents funds set aside for the replacement of the fleet in due course. During the year £55,000 was transferred from the general fund and £26,000 was used from this fund to purchase 1 new bus.

The capital assets fund represents assets purchased out of restricted grants. £21,909 of restricted funds were carried forward to contribute to a new bus being purchased in 2021/22.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds £	Designated funds £	General funds £	2021 Total £	2020 Total £
Fund balances at 31 March 2021 are represented by:					
Tangible fixed assets	21,909	-	58,286	80,195	77,083
Net current assets	-	128,567	548	129,115	98,188
Net assets	<u>21,909</u>	<u>128,567</u>	<u>58,834</u>	<u>209,310</u>	<u>175,271</u>

17 RELATED PARTY TRANSACTIONS

There were no related party transactions, other than those disclosed below.

Trustees received expenses totalling £NIL during the year (2020 - £NIL).

Cost of remuneration for key management personnel amounted to £33,370 (2020 - £32,769).

No trustees received any remuneration during the year. (2020 - £NIL).

BUZZER BUSES (DIAL A RIDE) LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2021**

18 CAPITAL COMMITMENTS

As at 31 March 2021 the company had contracted to purchase motor vehicles of £40,708 (2020: £nil).

19 EVENTS AFTER THE BALANCE SHEET DATE

The Covid-19 pandemic has continued to have an affect on the company's trading since the year end. This is regarded as a non-adjusting event and no provision has been made in these financial statements. The company continues to access the governments furlough scheme. Funding for the new year has been received and as covid restrictions are lifted the business expects to be back on track. The company has a strategy and procedures in place to access reserves should these be required.