

## **RYEDALE COMMUNITY TRANSPORT CIO**

### **Trustees Annual Report for the period**

**11 November 2020 to 10 November 2021**

The Trustees present their annual report together with the financial statement of the Charity for the year ended 31 March 2021.

The financial statements comply with the Charities Act 2011 and the Statement of Recommended Practice for Charities (FRS102) and with the charity's governing documents.

### **STATUS AND CHARITABLE OBJECT**

Ryedale Community Transport successfully converted to a Charitable Incorporated Organisation (CIO) on 11 November 2019. The Charity number remains unchanged 1109232 having been registered as a charity since 26 April 2005 and is identified at Companies House as being registered externally with company reference CEO19517.

The Object of the Charitable Organisation is to provide a community transport service for such of the inhabitants of Ryedale, Selby, Scarborough & Whitby Districts of North Yorkshire and of the City of York, who are in need of such service due to age, sickness, or disability (mental or physical), poverty, or the lack of availability of adequate and safe public transport services.

Ryedale Community Transport provides various community transport options including: the Ryedale Volunteer Car Scheme, Wheelchair Accessible Travel, Minibus Travel, Wheels2Work Moped Hire, Scheduled and non-scheduled local bus services, home to school transport and mini-bus driver awareness scheme (MiDAS) training.

### **TRUSTEES**

The Trustees are the directors of the charity and those in office during the period were:

Name	Appointed	Resigned
John Patten (Treasurer - until AGM)	28/02/2018	02/03/2021
Barry John Whitaker (Treasurer - after AGM)	05/12/2018	
David Charles Yellen	23/01/2019	
Philip Richardson MBE (Chair)	05/03/2019	
Anne Wilson	02/03/2021	
Elizabeth Ellen Webb	02/03/2021	
David Ward	02/03/2021	

Three new trustees were appointed at the AGM on 2 March 2021 and one resigned.

All trustees, who also form the management committee, give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out on note 9 to the accounts.

On becoming a trustee, each trustee is given a comprehensive induction pack. This provides background information about the charity and includes a copy of the constitution and any amendments made to it and a copy of the CIO's latest trustees' annual report and statement of accounts. Remote training is also available to those new to being a trustee.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The Board of Trustees met regularly during the year but, due to Covid19 restrictions, meetings were successfully held remotely via video link. One unexpected advantage of this process was the recruitment of working, as opposed to retired, trustees who were able to contribute their expertise in their limited free time. Members of the Board now have backgrounds in Business, Social Services, the Military, Legal, the Church and the NHS and hence bring a variety of qualities to the board membership.

The Board of Trustees continue to develop the broad aims agreed in the 2018 Business Plan although the Covid pandemic has caused us to review our short-term ambitions. The Charity's profile has been greatly enhanced by our local work during the pandemic. We have worked closely with local NHS facilities to support medical staff on non-covid outreach to patients together with the movement of patients to receive Covid vaccinations at both local surgeries and regional vaccination hubs. Financial support from North Yorkshire County Council, Ryedale District Council, York and Scarborough Health Trust and donations have enabled us to do this in a safe and secure way with no cost to the patients receiving their initial vaccinations.

In March the National Lottery granted us £205,000, over 5 years, to trial the development of a demand responsive bus service (sometimes known as a 'Hopper' or 'Dial-a-Ride' service). We call this the 'Ryedale Rover' and initial trials started in October. We have been successful in obtaining funding for two electric mopeds and part funding for an electric wheelchair accessible vehicle. The operational use of these vehicles, taking into account their range and the topography in Ryedale, will be evaluated over the next year as we seek to move towards a greener environment.

The future abolition of District Councils and the creation of one Unitary Council for North Yorkshire makes our funding streams in the medium term uncertain although short term funding is assured.

The staffing structure during the year comprised of the Chief Officer, Ken Gill; a Finance Manager; a Wheels2Work Co-ordinator; a Development Officer; a Vehicle Fleet Coordinator; an Administrator; 2 part-time Car Scheme Booking Co-ordinators together with a Kick-start trainee. There are 10 paid minibus drivers and 2 passenger assistants. Volunteers continue to donate valuable additional resources, both in the administration of the organisation and as volunteer drivers.

In June Christopher Legard, Vice-Lieutenant of North Yorkshire, visited our Depot for the first time as our Patron. After meeting the Trustees and Staff he was briefed on our latest plans for the Ryedale Rover. Christopher lives locally at Scampston Hall, and we are all very pleased that he has agreed to be our first Patron.



Our Chief Officer will be retiring at the 2022 AGM after 16 years' service with charity, the last 4 as Chief Officer. His experience and knowledge of the charity will be missed but we are pleased that his Deputy, Lynne Hodgson, currently our Finance Manager, has agreed to accept the role. A review of the structure of the office staff appointments is currently underway to ensure that we are best placed to move forward with our new Chief Officer and the development of the Ryedale Rover.

## **SERVICE OBJECTIVES AND ACTIVITIES**

**The Ryedale Car Scheme** was established in 1989 and has steadily grown over the years to become one of the largest car schemes in North Yorkshire. It provides transport, through recruitment and support of volunteer drivers, for people who do not have access to other means of transport. Volunteers use their own vehicles and receive expenses of 45p per mile. The car scheme booking desk is funded from donations, grants from North Yorkshire County Council and income from contracts.

The Car Scheme continues to meet more than 90% of all requests for transport, although maintaining this level is not easy as many volunteer drivers have not returned or decided to completely retire following the Covid lockdown. Additionally, more people have registered for the scheme, often because of their awareness of our activities in relation to the Covid vaccination programme.

The strategy for the Car Scheme is to continue to deliver high quality, affordable and often essential, transport for those people who are only suited to personal door-to-door transport, to access health related and other personal appointments.

	30 Oct 2021	31 Mar 2021	31 Mar 2020	30 Mar 2019
Number of members	1,121	925	863	710
Number of volunteers	44	73	64	61
Total number of journeys		1,959	6,732	6,517
Eligible CAP Funding Journeys		497	858	741
Total Car Scheme Volunteer Miles		42,142	92,945	94,186

**Fleet Travel.** Under the Fleet umbrella we provide a number of services. Group Travel provides minibus and wheelchair accessible vehicle (WAV) transport services for individuals, voluntary organisations, and community groups at affordable rates. Ryedale Community Transport currently operates one wheelchair accessible low-floor bus, three accessible minibuses, five regular minibuses and five wheelchair accessible cars. These vehicles are available for hire with a driver or as self-drive.

The strategy for Fleet Travel is to deliver an affordable transport service that is self-funding, by hiring out vehicles and providing local on demand transport services. The **Ryedale Rover** on demand buses are part of the evolving strategy of connecting residents living in villages with no, or limited local bus services, with the wider area. Trials are underway as part of this project to fuse journeys from the villages to established bus routes passing through nearby villages thereby integrating transport resources and reducing Ryedale Rover's mileage and environmental impact.

	30 Sep 2021	31 Mar 2021	31 Mar 2020	30 Mar 2019
Number Volunteer Drivers	5	5	6	6
City of York Adult Services Hires	N/A	N/A	259	N/A
Total Number of WAV Hires		504	492	245
Total Number of Minibus Hires		33	222	232



**Wheels2Work** was launched in July 2002 to provide a moped loan scheme to people who had trouble in accessing employment, education, or training. There is no upper age limit for eligibility to access this service. This scheme can continue because of the generosity of Ryedale District Council which, in



In September Mrs Venetia Wrigley DL High Sheriff of North Yorkshire visited Ryedale Community Transport to meet the staff and volunteers to be briefed on our work during the Covid pandemic and our plans for the Ryedale Rover.

difficult financial circumstances, continues to grant fund the charity. The Wheels2Work fleet currently stands available in Ryedale, the Borough of Scarborough, the City of York, and the Selby district. Potential hirers may be referred by employers, further education providers or other related agencies. In all 4 districts, the established scheme has a high proportion of self-referrals from potential riders, along with agencies such as Jobcentre plus. All clients must hold a provisional or full driving licence and a CBT (Compulsory Basic Training) certificate. The Wheels2Work scheme continued to operate during the pandemic but at a reduced rate. In the year 43,170 miles were travelled by moped riders compared to 57,743 miles in 2020.

The strategy for Wheels2Work is to reach 85% hire rate and to augment the fleet if this is exceeded consistently for six months. While continual grant funding is essential for the Wheels2Work scheme, the strategy is to maximise moped hire income and to build up a small reserve to fund a moped replacement programme, where mopeds older than three years will be replaced. The Wheels2Work coordinator is working to achieve this and is proactive in going to visit employers, colleges and attend job fairs to promote the Wheels2Work moped hire service in all four districts. Since Covid lockdown restrictions have been eased there has been an increased demand for the bikes. The

Charity has received grant funding to purchase two

electric bikes but identifying suitable vehicles is proving challenging as will the delivery dependent on the country of manufacture.

	30 Sep 2021	31 Mar 2021	31 Mar 2020	30 Mar 2019
Number of Mopeds	25	20	22	26
Total number of riders helped	28	17	13	40
Total miles travelled	65,227	43,170	57,743	78,653
Average % Hire Rate over the year		55%	70%	74%

**NYCC Contracted** Home to School and Special Needs Education services, as well as Scheduled Bus Routes, provide a regular income stream. These contracts provide an essential contribution to overheads and enable the resources of Ryedale Community Transport to be more resilient to change.

**Driver Training and Assessment (MiDAS)** is delivered in house by the Fleet Coordinator. As a matter of good practise, all the paid and voluntary minibus drivers undergo this assessment before they drive passengers for Ryedale Community Transport. All drivers, whether voluntary or paid, are DBS checked. The charity also holds courses for external clients at a small cost, this includes groups who wish to hire the vehicles for self-drive.

The strategy for the MiDAS training is to expand training, as a matter of good practice, to all hirers of the wheelchair accessible vehicles and passenger assistants so all are instructed on how to load wheelchairs into the vehicles safely.

## **FINANCIAL RESULTS**

With the national lockdowns and social distancing with the Covid-19 pandemic it has been a difficult year to plan or develop services in the short term. However, the charity, with financial support from The Government, through the National Lottery, North Yorkshire County Council, Ryedale District Council and The Two Ridings Community Foundation the charity has ended the financial year 2020/21 with only a small deficit of £13,952. The success in obtaining two additional bus contracts from April 2020 provided much needed stability during the pandemic.

The Charity received £54,836 in covid funding during the year. This money has been used to make the fleet covid safe with Perspex screens in vehicles, new cleaning equipment to disinfect vehicles daily, an increased cleaning regime and PPE for all our paid and volunteer drivers. The Government Covid Grant has been used to cover staff and overhead expenditure that would normally be covered by income generated from fleet travel and moped hire.

The Designated Fund as of 31<sup>st</sup> March 2021 is £39,985. In the year £22,694 was added to the fund from contract income and £16,247 has been utilised to buy a new ford minibus and a 50% contribution towards 3 mopeds for the Wheels2Work scheme.

The Balance Sheet on 31 March 2021 shows total funds of £353,848, which include £199,352 in tangible fixed assets and a bank balance of £130,138. The funds are detailed further in note 21 to the accounts.

A breakdown on restricted funds, showing movements in the year by project and closing balances on 31 March 2021 is shown in note 17 to the accounts.

## **RISK ANALYSIS**

Where appropriate, systems and procedures have been established to mitigate the risks the charity faces. A Critical Incident Plan has been established and is updated annually. Significant risks to funding and earned incomes have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorization of transactions and contracts. Procedures are in place to ensure compliance with health and safety for staff, volunteers, and customers. All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

## **COVID 19**

Covid-19 has not had the significant effect on our funding that was feared in last year's report. This is primarily due to North Yorkshire County Council continuing to provide contracted income thereby enabling us to retain staff and use our vehicles in the local Covid support effort. Since the relaxing of Covid restrictions we have not seen a return to Group Travel trips to the numbers pre-covid, but we are seeing a resurgence in requests for the Car Scheme for medical appointments and for Wheels2Work mopeds as people return to work.

Our volunteer drivers on the Car Scheme are not all returning, and we are beginning to encounter difficulties employing Category D drivers for our minibuses.

## **NATIONAL BUS STRATEGY AND LOCAL GOVERNMENT RESTRUCTURING**

With the creation of the North Yorkshire Unitary Authority, and the implementation of the National Bus Strategy, the main sources of our official local funding i.e., North Yorkshire County Council and

Ryedale District Council, is going to change. We understand that in the short term our funding is secure but in the medium term we must wait-and-see what is decided. We have a good working relationship with North Yorkshire County Council, and they understand what we do and how we do it, so we are hopeful of a successful outcome of their deliberations.

### **FUTURE STRATEGY**

Ryedale Community Transport CIO is the sole community transport organisation serving the Ryedale District. The charity provides a support system for smaller community transport providers and underpins the delivery of the North Yorkshire County Council strategy.

The Charity has a Business Plan and a 4-year financial strategy that matures in 2022. The Plan looks outwards to the community with the objective of becoming more sustainable, seeking new business, and experimenting with new ideas to help the community with mobility. Some aspects have been curtailed due to the pandemic but as we move forward some ideas e.g., the Ryedale Rover are coming to fruition.

As we have worked to improve out-of-office access to our services we have learned that improvements are still needed in our communication strategy across the generations and the need to have current, timely and accurate information available for our customers. This aspect will be part of the ongoing restructuring review.

We need to recruit more volunteers for the Car Scheme.

### **RESERVES POLICY**

The trustees consider that (unrestricted) cash reserves are required for the following reasons:

- To enable Ryedale Community Transport CIO to maintain essential core functions for a period of 12 months and have time to adjust in the event of a significant reduction in anticipated or budget income streams, or in the event of a major shift in the pattern of activities.
- To provide for unfunded staffing related costs and for unforeseen compliance costs arising from existing or new legislation and regulations.
- To provide funds of last resort in the events of unavoidable cost overruns on activities that cannot be met from restricted funds.
- To provide the ability to commission research and development work in the community, to pump-prime new projects and to maintain project continuity in the event of limited short-term funding gaps.
- To provide a source of working capital to fund additions and renewals to infrastructure and accommodation, and to provide the means of managing short term cash flow fluctuations.

The value of reserves required to meet these risks is estimated at £150,000.

### **FUNDING**

Funding comes from two main sources: grants and contractual payments from statutory bodies and fees and charges to service users. A high proportion of funds have been received from statutory bodies, mainly The National Lottery, Ryedale District Council and North Yorkshire County Council.

Trustees are appreciative of the funding received from statutory bodies and the confidence in Ryedale Community Transport that this implies. Nonetheless it is felt that Ryedale Community Transport should continue to seek to increase generated income, as well as the amount of funding it receives, from alternative sources such as Charitable Trusts and from individuals, groups, and firms locally, to help spread the financial risk.

The trustees wish to thank Ryedale District Council, North Yorkshire County Council, The National Lottery, The Government for Covid funding, The Two Ridings Community Foundation, Helmsley Town Council, Malton & Norton Pride Awards and Kirkbymoorside Town Council Grant Support during 2020/2021. The Trustees would also like to say a big thank you to our members and everyone who made a donation to the Charity in 2020/21 your kind donations help to keep the charity and all its services running.

### **FUNDRAISING**

During 2020/21 the Charity did not do any active fundraising due to the Covid 19 pandemic and subsequent lockdowns. Additional funds were received from the Co-Op Wellbeing donations in support of the Low floor Replacement Fund. The Low Floor Bus was delivered to the depot in September 2020 and is now being used on Group Travel trips which have recommenced.

### **RESPONSIBILITIES OF THE TRUSTEES**

Company Law requires Trustees to prepare financial statements for each financial year, which gives a true and fair view of the affairs of the charity and of the incoming resources and application of resources for that year. In preparing these accounts the trustees are required to:

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

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

### **INDEPENDENT EXAMINERS'**

Hardcastle France were re-appointed as the charity's Independent Examiners at the Annual General Meeting on 2 March 2021.

Approved by the Board on 14 December 2021 and signed on its behalf:



Chair of Trustees – Philip Richardson MBE



Treasurer – Barry Whitaker

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**Charity Number 1109232**

**ACCOUNTS**

**Year ended 31 March 2021**



**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

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**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**STATUS AND CHARITABLE OBJECT**

Ryedale Community Transport CIO (formerly Ryecat Ltd) is a registered charity and was established on 26 April 2005. On 11 November 2019 the charity converted from a Company Limited by guarantee to a Charitable Incorporated Organisation (CIO), reporting directly to the Charities Commission for England and Wales. The Charitable Incorporated Organisation was established by a Constitution adopted on the date of changeover.

The object of the Charitable Organisation is to provide a community transport service for such of the inhabitants of Ryedale, Scarborough & Whitby and Selby Districts of North Yorkshire and of the City of York, who are in need of such service because of age, sickness or disability (mental or physical), or poverty, or because of lack of availability of adequate and safe public transport services.

Ryedale Community Transport CIO provides various community transport options including: the Ryedale Volunteer Car Scheme, The Ryedale Rover on demand Dial & Ride service, Wheelchair Accessible Travel, Minibus Travel, Wheels2Work Moped Hire, Scheduled local bus services, home to school transport and MiDAS training.

**TRUSTEES**

The Trustees are the directors of the charity and those in office during the period were as follows:-

<u>Name</u>	<u>Appointed</u>	<u>Resigned</u>
Philip Richardson MBE (Chair)	05/03/2019	
Barry Whitaker (Treasurer)	23/01/2019	
David Yellen	23/01/2019	
John Patten	28/02/2018	02/03/2021
Hugh Morgan	28/02/2018	19/10/2020

Trustees appointed at the AGM.

Elizabeth Webb	02/03/2021
Anne Wilson	02/03/2021
Dave Ward	02/03/2021

As per the constitution every year, at the Annual General Meeting, one-third of the trustees shall retire from office. The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. A charity trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

All trustees, who also form the management committee, give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 9 to the accounts.

On becoming a trustee, each trustee is given a comprehensive induction pack. This provides background information about the charity and includes a copy of the constitution and any amendments made to it; and a copy of the CIO's latest trustees' annual report and statement of accounts.

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

*Full name of the charity:* Ryedale Community Transport CIO

*Registered charity number:* 1109232

*Registered company number:* CE019517

*Registered office of the charity:* 2 Minster Court  
Hugden Way  
Norton Grove Industrial Estate  
Norton  
Malton  
YO17 9NJ

*Independent examiner:* Hardcastle France  
30 Yorkersgate  
Malton  
North Yorkshire  
YO17 7AW

*Bankers:* Virgin Money  
46 Coney Street  
York  
North Yorkshire  
YO1 9NQ

CAF Bank Limited  
25 Kings Hill Avenue  
West Mallings  
Kent  
ME19 4JQ

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**INDEPENDENT EXAMINERS' REPORT TO THE**  
**TRUSTEES OF RYEDALE COMMUNITY TRANSPORT CIO**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 4-24.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- \* Examine the accounts under section 145 of the 2011 Act;
- \* To follow procedures laid down in the general directions given by the Charity Commission under section 145(5)b of the 2011 Act; and
- \* To state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- \* Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep proper accounting records in accordance with section 386 of the Companies act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- \* to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Dawson ACA, CTA, FMAAT  
Hardcastle France  
30 Yorkersgate  
MALTON  
YO17 7AW  
Date: 14 December 2021

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**INCOME AND EXPENDITURE ACCOUNT**  
**For the year ended 31st March 2021**

	<u>Note</u>	2021	2020
		£	£
INCOME	3	391,916	431,748
ADMINISTRATIVE EXPENSES	4	405,901	409,493
		-----	-----
<b>OPERATING SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE</b>		(13,985)	22,255
INTEREST RECEIVABLE AND SIMILAR INCOME		33	130
		-----	-----
<b>SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		(13,952)	22,385
TAX ON SURPLUS INCOME	7	-	-
ORDINARY ACTIVITIES		-----	-----
<b>SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE FOR THE FINANCIAL YEAR AFTER TAXATION AND RETAINED SURPLUS/(DEFICIT)</b>		(13,952)	22,385
<b>RETAINED FUNDS BROUGHT FORWARD</b>	17	367,800	345,415
		-----	-----
<b>RETAINED FUNDS CARRIED FORWARD</b>	17	353,848	367,800
		=====	=====



**RYEDALE COMMUNITY TRANSPORT CIO**  
(Charitable Incorporated Organisation)

**BALANCE SHEET**  
As at 31st March 2021

	<u>Note</u>	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	13	199,352	178,601
		-----	-----
<b>Total fixed assets</b>		199,352	178,601
		-----	-----
<b>CURRENT ASSETS</b>			
Stock		1,160	951
Debtors	14	55,476	118,609
Cash at bank and in hand	19	130,138	102,599
		-----	-----
<b>Total current assets</b>		186,774	222,159
<b>LIABILITIES:</b> Amounts falling due within one year	15	32,278	32,960
		-----	-----
<b>Net current assets</b>		154,496	189,199
		-----	-----
<b>Total assets less current liabilities</b>		353,848	367,800
Provision for liabilities		-	-
		-----	-----
<b>Total net assets</b>	21	353,848	367,800
		=====	=====
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted funds:			
Designated funds		39,985	9,133
General funds		167,969	175,436
		-----	-----
Total unrestricted funds		207,954	184,569
Restricted funds		145,894	183,231
		-----	-----
<b>Total charity funds</b>	17	353,848	367,800
		=====	=====

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**BALANCE SHEET (Continued)**

**As at 31 March 2021**

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 in accordance with section 476 of the Companies act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

**Approved by the Board on 14 December 2021 and signed on its behalf:**



Chair of Trustees - Philip Richardson MBE



Treasurer - Barry Whitaker

**RYEDALE COMMUNITY TRANSPORT CIO**  
(Charitable Incorporated Organisation)

**STATEMENT OF FINANCIAL ACTIVITIES**  
for the year ended 31st March 2021

	<i>Note</i>				2021	2020
		Designated Fund	Unrestricted Funds	Restricted Funds	Total	Total
		£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies		-	668	20,905	21,573	17,541
Charitable activities		-	9,970	142,475	152,445	182,935
Fundraising activities		-	-	2,500	2,500	64,598
Other trading activities		-	214,398	1,000	215,398	166,674
Investment income		-	33	-	33	130
		-----	-----	-----	-----	-----
<b>Total income and endowments</b>	<b>3</b>	<b>-</b>	<b>225,069</b>	<b>166,880</b>	<b>391,949</b>	<b>431,878</b>
		=====	=====	=====	=====	=====
<b>Expenditure on:</b>						
<b>Raising funds</b>						
Costs of generating voluntary income		-	1,355	2,196	3,551	4,283
Low Floor Replacement Fund		-	-	-	-	109
		-----	-----	-----	-----	-----
<b>Charitable activities</b>						
Ryedale Car Scheme		-	-	40,130	40,130	46,646
Wheels to Work		-	-	48,769	48,769	67,433
WAV Development		-	-	27,563	27,563	43,146
Tucano Low Floor Minibus		-	-	6,841	6,841	-
RCT Governance/Development		-	2,743	19,705	22,448	18,663
Group/WAV Travel		-	10,875	-	10,875	76,528
The National Lottery (Gov't Covid Funding)		-	-	32,500	32,500	-
Covid Support Services		-	-	21,669	21,669	-
		-----	-----	-----	-----	-----
<b>Other trading activities</b>						
Contract costs		-	191,555	-	191,555	152,685
		-----	-----	-----	-----	-----
<b>Total Expenditure</b>	<b>4</b>	<b>-</b>	<b>206,528</b>	<b>199,373</b>	<b>405,901</b>	<b>409,493</b>
		=====	=====	=====	=====	=====
<b>Net income/expenditure</b>		<b>-</b>	<b>18,541</b>	<b>(32,493)</b>	<b>(13,952)</b>	<b>22,385</b>
Transfers between funds	<b>12</b>	30,852	(26,008)	(4,844)	-	-
Other recognised gains/losses		-	-	-	-	-
		-----	-----	-----	-----	-----
<b>Net movement in funds</b>		<b>30,852</b>	<b>(7,467)</b>	<b>(37,337)</b>	<b>(13,952)</b>	<b>22,385</b>
<b>Reconciliation of Funds</b>						
Total funds brought forward		9,133	175,436	183,231	367,800	345,415
		-----	-----	-----	-----	-----
<b>Total funds carried forward</b>		<b>39,985</b>	<b>167,969</b>	<b>145,894</b>	<b>353,848</b>	<b>367,800</b>
		=====	=====	=====	=====	=====

Movements in funds are disclosed in Note 21 to the financial statements.

**RYEDALE COMMUNITY TRANSPORT CIO**  
(Charitable Incorporated Organisation)

**STATEMENT OF CASHFLOWS**  
**for the year ended 31st March 2021**

	<u>Note</u>	2021 £	2020 £
		-----	-----
<b>Net cash used in operating activities</b>	<b>20</b>	118,343	612
		-----	-----
Cashflows from investing activities			
Interest Income		33	130
Sale of tangible assets		3,875	2,250
Investments - closure of subsidiary		-	1
		-----	-----
<b>Net cash provided by investing activities</b>		3,908	2,381
		-----	-----
<u>Cashflows from financing activities</u>			
Purchase of tangible assets	<b>13</b>	94,712	69,658
		-----	-----
<b>Cash used in financing activities</b>		94,712	69,658
		-----	-----
<b>Change in cash and cash equivalents in the year</b>		27,539	(66,665)
Cash and cash equivalents brought forward	<b>19</b>	102,599	169,264
		-----	-----
<b>Cash and cash equivalents carried forward</b>	<b>19</b>	130,138	102,599
		=====	=====

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 March 2021**

**1 BASIS OF PREPARATION**

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and with the Charities Act 2011.

Fund accounting

- \* Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- \* Designated funds are unrestricted funds earmarked by the Board of Trustees for a particular purposes. In the case of RyedaleCT they are earmarked for Asset Replacement.
- \* Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

**2 ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**2.1 INCOME**

Income represents resources received in the form of grants, donations and contractual payments to support and promote an effective voluntary sector, and to fund direct charitable activities. The following policies are applied to particular categories of income.

Recognition of income

All incoming resources are included in the Statement of Financial Activities (SoFA) when:

- \* the charity becomes entitled to the resources;
- \* it is more likely than not that the charity will receive the resources; and
- \* the monetary value can be measured with sufficient reliability.



**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 March 2021**

**ACCOUNTING POLICIES *Continued***

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP.

Grants and donations

Grants and donations are recognised in the Statement of Financial Activities (SoFA) when the general income recognition criteria have been met. In the case of performance related grants, income is only recognised in the SoFA when the performance related conditions have been met.

Legacies

Legacies are recognised in the Statement of Financial Activities (SoFA) in the year of receipt.

Government grants

The charity has received government grants in the reporting period.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation.

Contractual income

Contractual income is included in the Statement of Financial Activities (SoFA) once the goods or service have been provided.

Income from interest

Interest is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Income from car scheme members

The Car Scheme membership subscription fee was abolished on 31 March 2019. All monies received from Car Scheme members from 1 April 2019 are voluntary donations and are recognised in Donations and Legacies.

Settlement of insurance claims

Insurance claims are included in the Statement of Financial Activities (SoFA) when the general income recognition criteria have been met and are included as an item of other income.

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 March 2021**

**ACCOUNTING POLICIES Continued**

**2.2 EXPENDITURE AND LIABILITIES**

Liability recognition

Liabilities are recognised in the period in which they are incurred, where there is a legal or constructive obligation committing the charity to pay out resources and the amount can be measured with reasonable certainty. The expenditure is allocated to the particular activity to which the cost relates. Expenditure that includes any VAT which cannot be fully recovered is reported as part of the expenditure to which it relates.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

Support costs include central functions and are allocated on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis e.g. Agreed percentage based on use of resources as set out in Note 4.

Employment costs have been allocated on the basis of time spent. Other costs have been allocated wherever possible on an actual basis, otherwise in proportion to relevant staff hours.

Redundancy

The charity made no redundancy payments during the reporting period.

Pension

The charity operates a defined contribution scheme. Contributions payable for the year are charged to the Statement of Financial Activities (SoFA).

Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation, resulting from a past event, that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 March 2021**

**ACCOUNTING POLICIES Continued**

**2.3 ASSETS**

**Tangible fixed assets**

Fixed assets (excluding investments) are stated at a cost less accumulated depreciation. Costs of minor additions are not capitalised. Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life: -

	<u>Rate</u>	<u>Method</u>
Mopeds	33.33%	Straight line basis
Tucano bus	14.29%	Straight line basis
Vehicles	25%	Straight line basis
Computers & office equipment	25%	Straight line basis
Fixtures & fittings	25%	Straight line basis

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Stock**

Stock is valued at the lower of cost and net realisable value.

**Debtors**

Trade and other debtors have been measured on initial recognition at settlement amount after any trade discounts. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

**Deferred income**

Deferred income is income that is subject to performance-related conditions received in advance of the services required by that condition. Deferred income is released to income in the reporting period in which the performance related or other conditions are met.

**RYEDALE COMMUNITY TRANSPORT CIO**  
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 March 2021**

**3 INCOME**

	Unrestricted	Restricted	2021	2020
	funds	funds	Total	Total
	£	£	£	£
<u>Donations &amp; Legacies</u>				
Donations - Other	668	-	668	1,044
Donations - Ryedale Volunteer Car Scheme	-	12,664	12,664	14,227
Donations - Vehicles & Fixed Assets	-	6,523	6,523	2,270
Donations - Covid Support Services	-	1,718	1,718	-
	<u>668</u>	<u>20,905</u>	<u>21,573</u>	<u>17,541</u>
<u>Charitable Activities</u>				
Ryedale Volunteer Car Scheme	-	22,225	22,225	23,591
Ryedale Ryedale Rover	-	-	-	-
Fleet Travel	8,253	-	8,253	70,512
Wheels to Work	-	42,918	42,918	57,293
RyedaleCT Governance & Development	1,717	21,901	23,618	15,944
WAV Vehicles & Development	-	595	595	5,595
Lottery Grants	-	32,500	32,500	10,000
Covid Support Funding	-	22,336	22,336	-
	<u>9,970</u>	<u>142,475</u>	<u>152,445</u>	<u>182,935</u>
<u>Raising Funds</u>				
Low Floor Replacement Fund	-	2,500	2,500	64,598
	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>64,598</u>
<u>Other trading activities</u>				
Contracts	214,398	1,000	215,398	166,674
	<u>214,398</u>	<u>1,000</u>	<u>215,398</u>	<u>166,674</u>
<u>Income from investments</u>				
Interest received	33	-	33	130
	<u>33</u>	<u>-</u>	<u>33</u>	<u>130</u>
<b>TOTAL INCOME</b>	<b><u>225,069</u></b>	<b><u>166,880</u></b>	<b><u>391,949</u></b>	<b><u>431,878</u></b>

#### 4 ANALYSIS OF EXPENDITURE & SUPPORT COSTS

Costs directly allocated to activities												
Staff costs	Direct	16,081	12,009	-	-	-	14,867	91,185	13,411	-	147,553	148,774
	Direct	-	-	-	-	-	-	850	-	-	850	310
	Direct	-	-	-	-	-	-	508	-	-	508	338
	Direct	4,500	2	-	-	-	907	1,251	-	-	6,660	8,433
	Direct	-	-	-	-	-	-	-	-	-	-	184
	Direct	376	105	-	-	-	-	115	-	-	596	625
	Direct	1,093	-	-	-	-	-	220	-	-	1,313	803
	Direct	-	-	-	-	-	-	-	-	-	-	109
	Direct	-	-	69	-	-	-	-	-	-	69	60
	Direct	33	4	20	-	-	-	85	-	-	142	30
	Direct	-	-	-	-	-	-	-	-	-	-	840
	Direct	-	-	-	-	-	-	-	40	-	40	79
	Direct	-	7,813	-	-	-	-	-	9,038	5,486	-	22,337
	Direct	302	6,816	-	595	330	500	28,709	4,511	-	41,763	59,896
	Direct	-	-	-	-	-	-	158	-	-	158	-
	Direct	-	-	-	-	-	5,879	138	-	-	6,017	-
	Direct	-	9,853	2,654	26,968	6,511	-	25,642	-	-	71,628	58,769
	Support Costs allocated to activities											
	Management & admin staff	Staff Time	12,500	7,500	12,508	-	-	-	19,250	7,500	1,355	60,613
Usage		3,561	4,251	1,053	-	-	1,000	6,232	980	1,053	18,130	17,208
Usage		66	83	17	-	-	-	116	34	16	332	660
Usage		-	-	-	-	-	-	-	-	-	-	236
Usage		314	392	92	-	-	-	549	156	92	1,595	330
Usage		355	444	106	-	-	-	621	178	106	1,810	1,573
Usage		3,004	2,192	582	-	-	-	4,320	817	523	11,438	15,689
Usage		553	691	142	-	-	-	967	276	141	2,770	2,680
Usage		729	911	5,163	-	-	-	1,275	364	223	8,665	3,798
Usage		74	92	18	-	-	-	129	38	19	370	410
Usage		20	25	5	-	-	48	35	10	5	148	136
Usage		69	86	19	-	-	-	122	34	18	348	421
Total Expenditure		43,630	53,269	22,448	27,563	6,841	23,201	191,555	33,843	405,901	409,493	

Management and Administrative staff costs have been apportioned on the basis of staff time spent on an activity. All other support costs have been apportioned using an agreed percentage based on the usage of resources.



**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2021

**5 ANALYSIS OF RECEIPTS OF GRANTS**

		2021	2020
		£	£
<b>Analysis of Revenue grant receipts:</b>			
<u>Funding Body</u>	<u>Description</u>		
Ryedale District Council	Core funding of the charity via a voluntary sector agreement.	42,251	39,860
Ryedale District Council	Grant to fund the cost of a feasibility study on an Electric town bus service.	5,000	-
North Yorkshire County Council	Car Scheme/Dial&Ride funding based on number of passenger journeys undertaken in the previous year.	13,232	14,116
North Yorkshire County Council	Car Scheme funding on capped medical journey costs	3,475	3,041
The National Lottery	Funding for the post of a Development Officer for 12 months (ended March 2020).	-	10,000
North Yorkshire County Council	W2W Scheme Access funding for five mopeds in the Scarborough area. (ended March 2020)	-	9,533
Wilfred Jackson Will Trust	Funding for the Volunteer Car Scheme and WAV project.	-	5,000
City of York Council	Funding re disabled Adult Transport service in York (ended March 2020)	-	6,268
Councillor Greg White (NYCC)	WAV Funding to cover the cost of dead miles for journeys from Pickering/Kirkbymoorside.	-	2,000
Malton & Norton Pride Awards	Charity of the Year Award 2020	1,017	-
Kirkbymoorside Town Council	Small grant to support charity and its services.	1,300	-
Norton Town Council	Small grant to support charity and its services.	700	-
		<u>66,975</u>	<u>89,818</u>

**Analysis of Covid grant receipts:**

<u>Funding Body</u>	<u>Description</u>		
The National Lottery/Government	Covid funding to support charity's continued operations during pandemic	32,500	-
Two Ridings Foundation	Covid funding for PPE, specialist equipment for making fleet vehicles covid safe.	10,000	-
HMRC furlough Scheme	Covid funding for staff on furlough during first lockdown	7,036	-
Ryedale District Council	Covid funding to support the cost of increased cleaning regime during pandemic	4,000	-
NYCC Councillors	Covid grants to support running of services during covid lockdown and the free covid vaccination service	1,000	-
Helmsley Town Council	Covid grant to support running of free covid vaccination service	300	-
		<u>54,836</u>	<u>-</u>

**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2021

**5 ANALYSIS OF RECEIPTS OF GRANTS *Continued***

		2021	2020
		£	£
<b>Analysis of Capital grant receipts:</b>			
<b><u>Funding Body</u></b>	<b><u>Description</u></b>		
North Yorkshire County Council	75% contribution towards the purchase of the replacement Tucano Low Floor Minibus	-	58,230
Ryedale District Council	Contribution towards the purchase of the new Tucano Low Floor Minibus.	1,000	1,000
Wilfred Jackson Will Trust	Grant contribution towards the purchase of an Accessible Minibus	-	15,000
Charitable Age Partnership	W2W 50% contribution towards a new W2W 110cc Moped.	-	644
North Yorkshire County Council	Grant contribution towards the purchase of 2 Laptops for remote working.	1,000	-
		<u>2,000</u>	<u>74,874</u>

**6 NET INCOMING RESOURCES FOR THE YEAR**

	2021	2020
	£	£
This is stated after charging: -		
Depreciation	71,628	58,769
Operating lease - equipment	1,675	1,783
Independent examiner's fees	2,346	2,711
Professional Fees	6,689	1,497
(Profit) on disposal of fixed assets	<u>(1,542)</u>	<u>(1,239)</u>

**7 TAXATION**

The company is accepted as a charity for tax purposes and is exempt from tax on its income or gains to the extent that they are applied for charitable purposes.

**8 PAID EMPLOYEES**

	2021	2020
	£	£
Staff costs were as follows:		
Salaries and wages	199,907	202,173
Social security costs	3,502	5,360
Pension (defined contribution pension plan)	4,757	5,900
	<u>208,166</u>	<u>213,433</u>
Redundancy	-	-
	<u>208,166</u>	<u>213,433</u>

**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2021**

**8 PAID EMPLOYEES *Continued***

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

The average number of employees during the year was as follows:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Manager	1	1
Management and administrative support	4	4
Wheels to work	1	1
Car Scheme	2	2
Contracts & Group travel	14	14
	<u>22</u>	<u>22</u>

**9 TRANSACTIONS WITH TRUSTEES**

The charity trustees were not paid or received any other benefits from employment with the charity or its subsidiary in the year (2020 - £nil). No charity trustee received payment for professional or other services supplied to the charity (2020 - £nil). Travel expenses amounting to £nil (2020 - £268) were reimbursed to no (2020 - 2) members of the board of trustees for their role as administration volunteers/trustees.

During the year 1 member of the board of trustees (2020 - 2) was actively involved as volunteer drivers on the Car Scheme. Volunteer drivers receive reimbursement at 45p per mile from the car scheme members for their journeys.

**10 DEFINED CONTRIBUTION PENSION SCHEME**

The company operates defined contribution pension schemes on behalf of its employees. The assets of the scheme are held separately from those of the company in independently administered funds. The total charge included in the accounts amounts to £4,757 (2020 - £5,900). At the balance sheet date there were owing contributions of £854 (2020 - £960).

Pension expenses relating to staff allocated to a particular activity have been allocated directly to that activity. Pension expenses relating to management and administration support costs have been allocated using an agreed percentage based on the usage of resources.

**11 RELATED PARTY TRANSACTIONS**

There are no related party transactions.

**RYEDALE COMMUNITY TRANSPORT CIO**  
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2021

**12 TRANSFERS BETWEEN FUNDS**

	2021 £	2020 £
Restricted Funds	(4,844)	(3,208)
Designated Fund	30,852	(45,867)
Unrestricted Funds	(26,008)	49,075
	=====	=====
	-	-

**13 TANGIBLE FIXED ASSETS**

	Motor Vehicles £	Mopeds £	Computers & Equipment £	Fixtures & Fittings £	Total £
<b><u>COST</u></b>					
As at 1st April 2020	384,024	33,314	7,715	10,581	435,634
Additions - Purchased	92,263	-	1,970	479	94,712
Disposals	(73,468)	(4,409)	(455)	0	(78,332)
	=====	=====	=====	=====	=====
<b>At 31st March 2021</b>	<b>402,819</b>	<b>28,905</b>	<b>9,230</b>	<b>11,060</b>	<b>452,014</b>
<b><u>DEPRECIATION</u></b>					
At 1st April 2019	226,305	23,932	3,668	3,128	257,033
Charge for year	61,561	5,479	1,872	2,716	71,628
Eliminated on disposal	(71,135)	(4,409)	(455)	0	(75,999)
	=====	=====	=====	=====	=====
<b>At 31st March 2021</b>	<b>216,731</b>	<b>25,002</b>	<b>5,085</b>	<b>5,844</b>	<b>252,662</b>
<b><u>NET BOOK VALUE</u></b>					
<b>As at 31st March 2021</b>	<b>186,088</b>	<b>3,903</b>	<b>4,145</b>	<b>5,216</b>	<b>199,352</b>
	=====	=====	=====	=====	=====
<b>As at 31st March 2020</b>	<b>157,719</b>	<b>9,382</b>	<b>4,047</b>	<b>7,453</b>	<b>178,601</b>
	=====	=====	=====	=====	=====

**RYEDALE COMMUNITY TRANSPORT CIO**  
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2021

**14 DEBTORS**

	2021	2020
	£	£
Debtors:		
Trade Debtors	34,744	85,693
Prepayments	13,008	22,108
VAT Liability	6,357	8,894
Other debtors	1,367	1,914
	=====	=====
	55,476	118,609
	=====	=====

**15 CREDITORS: Amounts falling due within one year**

	2021	2020
	£	£
Creditors:		
Trade Creditors	5,543	6,753
Accruals and deferred income	12,940	13,755
W2W Bonds	2,300	1,800
PAYE & NIC	3,653	3,638
Other creditors	7,842	7,014
	=====	=====
	32,278	32,960
	=====	=====

**16 DEFERRED INCOME**

Deferred income is income that has been invoiced/received in the financial reporting period but the services or performance-related conditions have not yet been met. Deferred income is released to income in the reporting period in which the performance related or other conditions are met.

	2021	2020
	£	£
Balance at the start of the reporting period	5,602	17,557
Amount added in current period	7,136	5,602
Amounts released in current period	(5,602)	(17,557)
	=====	=====
Balance at the end of the reporting period	7,136	5,602
	=====	=====



**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2021

**17 MOVEMENTS IN CHARITY FUNDS**

**Analysis of movement in funds - current year**

	1 April <u>2020</u> £	<u>Incoming</u> £	<u>Outgoing</u> £	<u>Transfers</u> £	<u>Gains/</u> <u>(Losses)</u> £	31 March <u>2021</u> £
<u>Restricted funds</u>						
Ryedale Car Scheme	21,362	34,889	40,130	-	(5,241)	16,121
Wheels to Work	20,681	42,918	48,769	2,089	(3,762)	16,919
Core Development & Servs	-	21,901	21,901	-	-	-
WAV Development	68,177	595	27,563	(2,333)	(29,301)	38,876
Tucano Low Floor Minibus	73,011	9,023	6,841	(3,600)	(1,418)	71,593
Capital Grant Funding	-	1,000	-	(1,000)	-	-
The National Lottery	-	32,500	32,500	-	-	-
Covid-19 Support	-	24,054	21,669	-	2,385	2,385
Total restricted funds	183,231	166,880	199,373	(4,844)	(37,337)	145,894
<u>Unrestricted funds</u>						
Designated funds	9,133	-	-	30,852	30,852	39,985
General funds	175,436	225,069	206,528	(26,008)	(7,467)	167,969
Total unrestricted funds	184,569	225,069	206,528	4,844	23,385	207,954
Total funds	367,800	391,949	405,901	-	(13,952)	353,848

**Analysis of movement in funds - previous year**

	1 April <u>2019</u> £	<u>Incoming</u> £	<u>Outgoing</u> £	<u>Transfers</u> £	<u>Gains/</u> <u>(Losses)</u> £	31 March <u>2020</u> £
<u>Restricted funds</u>						
Ryedale Car Scheme	30,190	37,818	46,646	-	(8,828)	21,362
Wheels to Work	28,395	59,093	67,433	626	(7,714)	20,681
Core Development & Servs	-	15,944	15,944	-	-	-
WAV Development	93,084	15,595	43,146	2,644	(24,907)	68,177
Tucano Low Floor Minibus	-	64,598	109	8,522	73,011	73,011
Capital Grant Funding	-	15,000	-	(15,000)	-	-
Total restricted funds	151,669	208,048	173,278	-3,208	31,562	183,231
<u>Unrestricted funds</u>						
Designated funds	55,000	-	-	(45,867)	(45,867)	9,133
General funds	138,746	223,830	236,215	49,075	36,690	175,436
Total unrestricted funds	193,746	223,830	236,215	3,208	(9,177)	184,569
Total funds	345,415	431,878	409,493	-	22,385	367,800

**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2021**

**17 MOVEMENTS IN CHARITY FUNDS *continued***

Restricted Funds

Ryedale Volunteer Car Scheme - set up to provide transport, through recruitment and support of volunteer drivers, for people who do not have access to other means of transport. Funding is received from the North Yorkshire County Council with additional income received through NHS contracts, other grant funding and voluntary donations. Costs recovered from voluntary and statutory organisations making use of the service are also credited to the fund.

Wheels to Work - is a fund to develop and operate a scheme of hiring mopeds to people who are experiencing difficulty with access to work, training, volunteering or college, because of the lack of suitable public or private transport. The scheme is supported by Ryedale District Council, North Yorkshire County Council, other grant funding and hire charges from users.

Core development and services - Ryedale District Council continues to support Ryedale Community Transport via its Voluntary Sector Agreement which provides a grant towards core funding of the organisation. The largest proportion of this supports the delivery of the Wheels to Work moped loan scheme for Ryedale. The balance of the grant supports the development and core administration of the other services provided by Ryedale Community Transport for the benefit of Ryedale residents.

WAV Development Fund - is a fund to develop a small fleet of wheelchair accessible cars in order to provide an on demand and self drive accessible transport service to local groups and residents of Ryedale. Five vehicles are on fleet and were purchased with Funding from The Garfield Weston Foundation, The Kirkby Foundation and through a legacy from the estate of the late Alan Smith. The present balance represents the future depreciation charge due on the vehicles.

Tucano Low Floor - represents funding that paid for the new Low Floor minibus. The present balance represents the future depreciation charge due on the vehicle.

Capital Grant Funding - is where a grant is received for the specific purpose of purchasing or assisting to purchase a vehicle. The income received is deemed to be restricted, however, once the vehicle has been purchased and there are no restrictions on its use the vehicle and balance on the fund is transferred to unrestricted general funds.

The National Lottery - The covid pandemic and national lockdowns severely affected the income generating services of the charity. Funding received from the Government Covid fund through The National Lottery helped the charity to maintain its fleet and operations enabling vital services to be delivered to the residents of Ryedale.

Covid-19 Support - set up to provide clean and safe transport throughout the covid-19 pandemic, through installation of screens in fleet vehicles, deep cleaning of vehicles and provision of PPE to all staff and volunteers. Funding was received from grants and donations. Further donations received to support the provision of free transport to covid vaccination appointments for people who needed transport. The balance on the fund represents funding available for second covid vaccination appointments.

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2021**

**17 MOVEMENTS IN CHARITY FUNDS *continued***

Unrestricted Funds

Designated fund - The replacement of vehicles and computer equipment is essential for the continuation of Ryedale Community Transport's operations, so a proportion of the charity's general reserves has been earmarked for the replacement of assets.

General fund - This is the 'free reserves' after allowing for the designated fund. The operations carried out under the general fund are fleet operations. This comprises of Home to School Contracts, Scheduled Bus Services, MiDAS training, Fleet Travel and Self drive hire. All carried out using RyedaleCTs fleet of Minibuses and Wheelchairs Accessible Cars.

**18 ANNUAL COMMITMENTS UNDER OPERATING LEASES**

As at 31 March 2021 the company had annual operating lease commitments (per year) which expire as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Two - five years	1,142	1,142
Under two years	14,128	14,128
	<u>15,270</u>	<u>15,270</u>

**19 CASH AT BANK AND IN HAND**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Short term deposits	48,507	30,619
Cash at bank and on hand	81,631	71,980
	<u>130,138</u>	<u>102,599</u>

**RYEDALE COMMUNITY TRANSPORT CIO**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2021

**20 RECONCILIATION OF NET CASH**

	2021 £	2020 £
Net movement in funds	(13,952)	22,385
Add back depreciation charge	71,628	58,769
Deduct profit on sale of tangible assets	(1,542)	(1,239)
Deduct Gift of asset & vehicle	-	(470)
Deduct interest income shown	(33)	(130)
Decrease (increase) in stock	(209)	(269)
Decrease (increase) in Debtors	63,133	(74,022)
Increase (decrease) in creditors	(682)	(4,412)
<b>Net cash used in operating activities</b>	<u>118,343</u>	<u>612</u>

**21 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<u>Designated funds</u> £	<u>General funds</u> £	<u>Restricted funds</u> £	<u>Total</u> £
Tangible fixed assets	-	78,054	121,298	199,352
Investments	-	-	-	-
Current assets	39,985	112,096	34,693	186,774
Current liabilities		(22,181)	(2,476)	(24,657)
Deferred Income	-	-	(7,621)	(7,621)
	<u>39,985</u>	<u>167,969</u>	<u>145,894</u>	<u>353,848</u>

The General Cash Reserves for 2020/21 are £89,915 of which £70,942 are Cash at bank.

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**INCOME AND EXPENDITURE ACCOUNT**  
**for the year ended 31st March 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b><u>Income</u></b>		
Donations and legacies	21,573	21,348
Revenue grants	68,275	89,818
Covid grants	54,836	-
Capital grants	2,000	74,874
Fees and other earned income	243,690	242,908
Fundraising income	-	1,561
Interest receivable	33	130
Profit on sale of fixed assets	1,542	1,239
	-----	-----
	391,949	431,878
	-----	-----
<b><u>Expenses</u></b>		
Salaries, national insurance & pension contributions	208,166	213,433
Premises	18,130	17,208
Staff and trustee expenses	840	1,182
Training (staff, trustees and volunteers)	2,445	640
Fundraising expenses	-	109
Volunteer expenses	6,660	8,669
Covid - PPE/cleaning costs	6,017	-
Telephone, fax and internet	2,406	2,198
Postage, stationery, printing, publicity and office costs	12,791	16,571
Insurance	25,107	25,123
Accountancy and professional fees	9,035	4,208
Other fees and miscellaneous disbursements	490	451
Bank/card charges	217	196
Bad debt provision	48	840
Vehicle operating costs	41,763	59,896
Vehicle hire/lease	158	-
Depreciation	71,628	58,769
	-----	-----
	405,901	409,493
	-----	-----
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>(13,952)</b>	<b>22,385</b>
	=====	=====

**RYEDALE COMMUNITY TRANSPORT CIO**  
**(Charitable Incorporated Organisation)**

**INDEPENDENT EXAMINERS' REPORT TO THE**  
**TRUSTEES OF RYEDALE COMMUNITY TRANSPORT CIO**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 4-24.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- \* Examine the accounts under section 145 of the 2011 Act;
- \* To follow procedures laid down in the general directions given by the Charity Commission under section 145(5)b of the 2011 Act; and
- \* To state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- \* Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep proper accounting records in accordance with section 386 of the Companies act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- \* to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Dawson ACA, CTA, FMAAT  
Hardcastle France  
30 Yorkersgate  
MALTON  
YO17 7AW  
Date: 14 December 2021