



The Carroll Suite, Holsworthy Memorial Hall, North Road,  
Holsworthy Devon EX22 6DJ

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Charity No. 1109623

Company No. 05287515

## **HOLSWORTHY RURAL COMMUNITY TRANSPORT LTD**

# **ANNUAL REPORT**

## **April 2021 – March 2022**

Charity Number: 1109623

Company number: 05287515

Registered Office:

**The Carroll Suite, Holsworthy Memorial Hall, North Road,  
Holsworthy Devon EX22 6DJ**

1<sup>st</sup> September 2022



**LOTTERY FUNDED**

### **Charity Trustees at 5<sup>th</sup> April 2022:**

Chairman: Martin Prentice, 1 Langfield Gardens, Bude, EX23 8GU

Secretary: Marion Perkin, Downicarey Cottage, St Giles on Heath, PL15 9RU

Treasurer:

Trustees: Arthur Wright

Ken James

David Perkin

Evelyn Sharman

### **Structure, governance and management**

Holsworthy Rural Community Transport Ltd (HRCT) was set up as a charity on 4<sup>th</sup> October 1999, as North Tamar Community Transport Association Ltd (NTCTA). On 16<sup>th</sup> November 2004 NTCTA became a Company Limited by Guarantee. The company is governed by a Memorandum and Articles of Association dated 16<sup>th</sup> November 2004. In 2010 the decision was taken to change the name of the charity to better reflect the area it serves.

HRCT Ltd is run by a Board of Trustees, decisions being made by majority vote (minimum quorum of four). User representatives from the registered clients also attend meetings, along with the Manager, Transport Co-ordinator and Community Development Worker. The Board meets at least six times a year. The day-to-day running of HRCT Ltd is undertaken by the Manager and Transport Co-ordinator.

Trustees are appointed by the existing Board as need arises, either due to the resignation of a current Trustee or for specific skills or experience in relation to the running of the project. When required, the posts for Trustees will be advertised locally. Prospective Trustees will be interviewed by the existing Trustees, and their appointment will then be decided by vote of the full Board.

HRCT Ltd aims to ensure that a minimum of six months running costs is held in reserves, in addition to sufficient funds to ensure that in the event of HRCT Ltd ceasing to operate, all outstanding costs can be met. This is currently the case.

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning of future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

## **Objectives and activities**

HRCT Ltd is based in Holsworthy and provides a service to 29 parishes, most of which are in the Torridge District area, as well as Torrington and areas in North Cornwall including Bude and Kilkhampton.

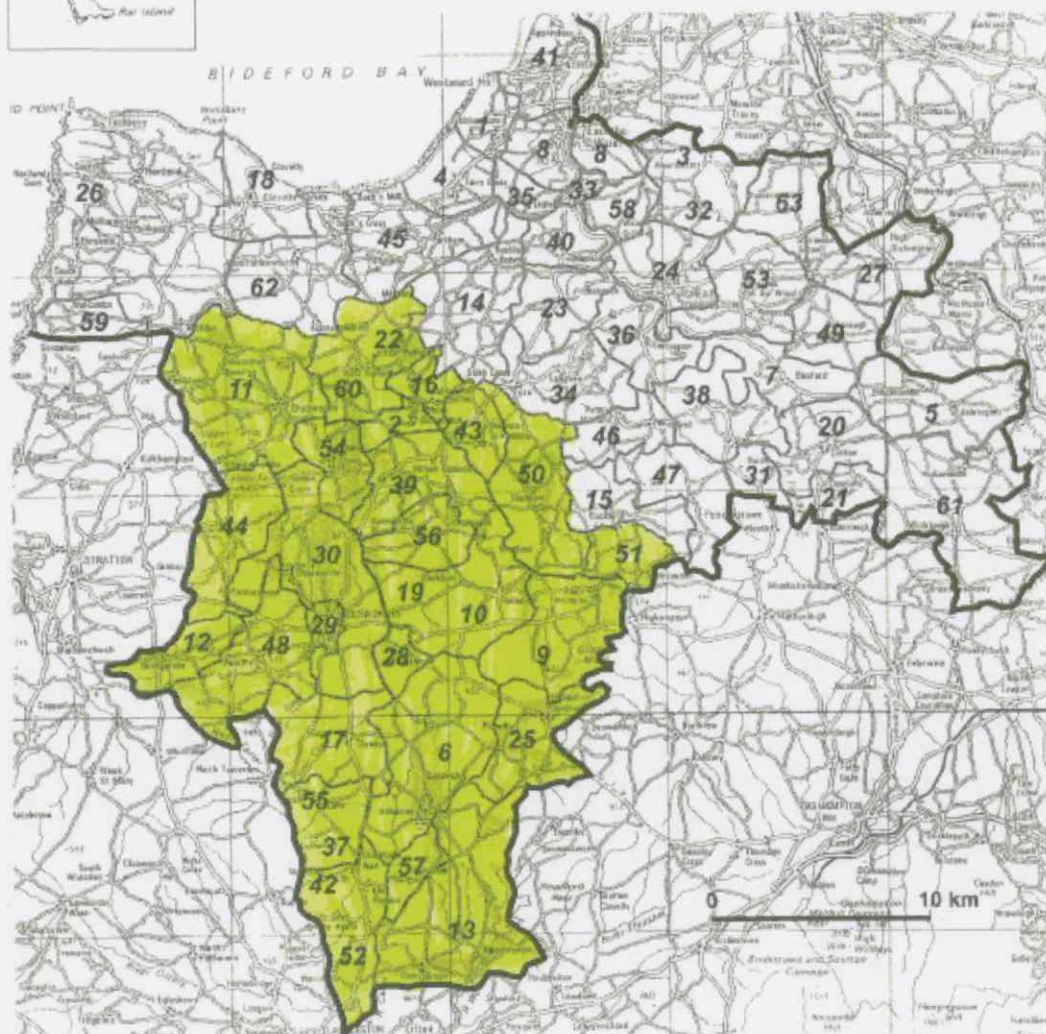
HRCT Ltd exists to provide transport for those who have no transport of their own and have difficulty in accessing public transport. By doing this HRCT Ltd is improving the quality of life of local people by making effective and sustainable community transport available in rural areas ensuring better access to services (i.e. retail, training, medical, education, social and other services) for the target population.

At present HRCT Ltd operates a Ring & Ride bus service (using up to three buses per day) which runs at least five days a week, two school contracts, a Volunteer Car service which is used primarily for people needing to attend medical appointments and a minibus hire service for local community groups and charities.

The map on the next page shows the main area covered by the Ring & Ride, the 29 southern parishes of Torridge. The service also covers some areas in Cornwall, including Kilkhampton and Bude. There are no similar services available to the Northern part of Cornwall.



## Torrige District - Parish Boundaries



Based upon the Ordnance Survey Mapping with the permission of the Controller of Her Majesty's Stationery Office. Crown Copyright. Unauthorised reproduction in any form is prohibited. Copyright may not be reproduced or used for any other purpose.

1 Abbotsham	18 Clovelly	35 Littleham	52 St Giles on the Heath
2 Abbots Bickington	19 Cookbury	36 Little Torrington	53 St Giles in the Wood
3 Alverdiscott	20 Dolton	37 Luffincott	54 Sutcombe
4 Alwington	21 Dowland	38 Merton	55 Tetcott
5 Ashreigney	22 East Putford	39 Milton Damarel	56 Thornbury
6 Ashwater	23 Frithelstock	40 Monkleigh	57 Virginistow
7 Beaford	24 Great Torrington	41 Northam	58 Weare Giffard
8 Bideford	25 Halwill	42 Northcott	59 Welcombe
9 Black Torrington	26 Hartland	43 Newton St Petrock	60 West Putford
10 Bradford	27 High Bickington	44 Pancrasweek	61 Winkleigh
11 Bradworthy	28 Holcombe	45 Parkham	62 Woolfardisworthy
12 Bridgerule	29 Holsworthy	46 Peters Marland	63 Yarnscombe
13 Broadwoodwidge	30 Holsworthy Hamlets	47 Petrockstow	64 Lundy
14 Buckland Brewer	31 Huish	48 Pyworthy	
15 Buckland Filleigh	32 Huntshaw	49 Roborough	
16 Bulkworthy	33 Landcross	50 Shebbear	
17 Clawton	34 Langtree	51 Sheepwash	

Parish 2.cdr



## Financial review

The submitted accounts show the state of the organisation at the end of March 2022. HRCT Ltd is currently seeking new funding sources, with the Big Lottery Fund grant having ceased in early 2022.

Reserves policy:

Minimum of six months running costs to be held in reserves, plus allowances for redundancy payments in the event of the closure of the organisation.

## Current services provided

The **Ring & Ride (Pick Me Up)** is provided by minibuses which operate up to seven days a week. They collect clients from their homes, and take them to widely varying destinations detailed on a bi-monthly timetable. Anyone who does not have transport available to them is entitled to use the service, regardless of age or financial position.

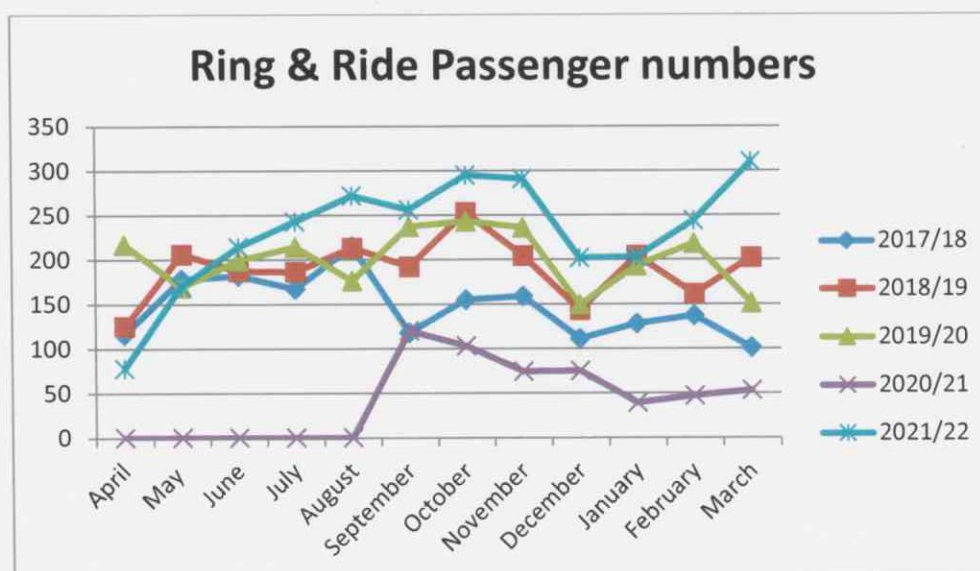
The **Community Minibus Hire (Here for Hire)** continues to grow in popularity, with more new groups using the service, helping an estimated 500+ members of local community groups and charities.

The **Volunteer Car (Cars for Care)** is co-ordinated from the office and has a small team of volunteers, using their own cars, taking people to appointments and services. The vast majority of these journeys are for medical purposes, but occasionally for shopping or other appointments.

HRCT also operates two school transport contracts for Devon County Council.

## Achievements and performance 2021-22

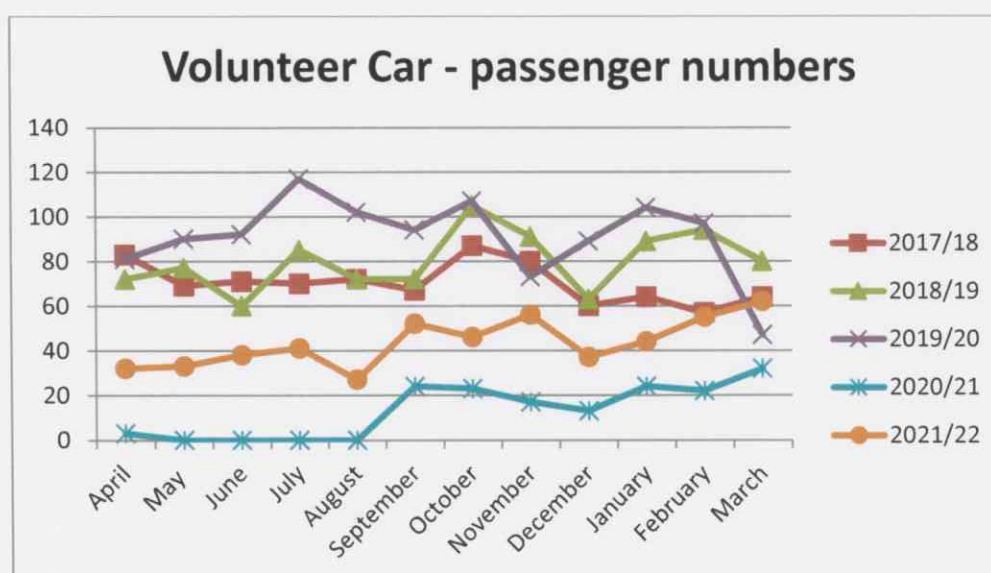
With Covid restrictions lifted, every care was taken to ensure the safety of clients, volunteers and staff as services resumed a more normal pattern. Buses were disinfected frequently, drivers and passengers continued to wear masks and confidence increased. By the end of 2021/22, the Ring & Ride had reached its third highest number of passengers ever carried in a single year.



The Ring & Ride service continues to adjust to passenger need and demand, altering destinations and combining different pickup areas. HRCT aims to provide the best possible service to their clients, whilst being mindful of increasing costs. Minimum numbers of clients are required to run trips, and every effort is being made to reduce costs while continuing to meet client need.

The Volunteer Car service has also fully resumed, although with a reduced number of volunteers. Some did not return to the organisation after Covid, others have since retired and it has been increasingly challenging to recruit new drivers. This is not an issue unique to HRCT by any means, as people reassess their priorities post-Covid, all local organisations have felt the lack of volunteers.

Interestingly, although the number of Volunteer Car users are not back to pre-Covid levels by a considerable amount, the amount that the journeys are costing clients has increased considerably. In 2019/20 there were 1093 passengers at a cost to them of just over £23k, whereas in 2021/22 there were only 523 passengers at a cost of nearly £14.5k. As the HMRC mileage rate has not increased, this suggests that people are having to travel further for their medical appointments.





One of our clients receiving a hamper and flowers for her 100<sup>th</sup> birthday, along with staff and trustees.

HRCT services have recovered well post-Covid, and the extra precautions taken as restrictions eased have boosted client confidence. The next year will be challenging financially, but the Trustees and staff will continue to work to seek out further funding whilst cutting costs wherever it is possible to do so without compromising the quality of the services offered to the community.

Report approved on: 27-SEPT-2022

Signed: *M. W. Prentice*

Name: M. W. PRENTICE

Position: CHAIRMAN

Registered Charity No. 1109623

Company No. 05287515

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**A COMPANY LIMITED BY GUARANTEE**

**UNAUDITED REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**A COMPANY LIMITED BY GUARANTEE**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

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**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees, who are also directors for the purposes of company law, are pleased to present their annual directors' 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 Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019)

**Reference and administrative details**

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 3 of this document.

**Constitution, Organisational Structure and Objectives**

The charity is a charitable company limited by guarantee without share capital, incorporated on 16 November 2004 and registered as a charity on 16 November 2004. It is governed by a memorandum and articles of association dated 28 June 2001 as amended on 7 January 2002. Its objectives are to provide a community transport service for such of the inhabitants of Holsworthy 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.

The Directors who control the Charity and carry out the administrative duties are listed on page 3.

In planning our activities we have kept in mind the Charity Commissioners guidance on public benefit and have followed this guidance to demonstrate the charitable aims are for the public benefit.

**Trustees and their Interests**

The members of the Charity are directors for the purposes of company law and trustees for the purposes of Charity law. No directors hold shares but they have all guaranteed to pay an amount not exceeding £1 in the event of the Charity ceasing and their being a deficiency. The trustees are appointed by the board of trustees following recommendations from the Nominations Committee.

**Future Strategies**

The Charity plans to build on the success of the last period.

**Results**

The results for the year are as stated in the attached financial statements. A net deficit of £(52,528) (Surplus of £65,233 - 2021) arose this year.

Wages are reduced in the current year due to the coronavirus job retention scheme payments received.

The final balances carried forward including Restricted Funds of £64,681 was £173,362

**Achievements and Performance**

The charity operated a reduced service at the start of the year due to the Covid pandemic (evidenced by the income from fares and hire). Once restrictions etc were lifted the service offered slowly began to increase to pre-pandemic levels.

**Reserves**

These are held at a level which enables the Charity to carry out its objectives.

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Risks**

The trustees have reviewed all known risks and have satisfied themselves that there are adequate systems and procedures in place to mitigate the risks identified.

**Investment policy**

The trustees have the power to invest in such assets as they feel is appropriate to the charity.  
Surplus monies are held on deposit at the bank.

**Responsibilities of the directors/trustees**

The charity trustees (who are also the directors of Holsworthy Rural Community Transport Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice)

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the directors are required to:

1. Select suitable accounting policies and then apply them consistently
2. Observe the methods and principles in the Charities SORP
3. Make accounting judgements and estimates that are reasonable, responsible and prudent
4. State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
5. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed..... 

Date: 22/6/22

**ON BEHALF OF THE BOARD**

M W Prentice  
Director



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**FOR THE YEAR ENED 31 MARCH 2022**

**Directors:**

D W Perkin  
F M Perkin  
M W Prentice  
A Wright  
K James  
E Sharmen

**Secretary:**

F M Perkin

**Charity Number:**

1109623

**Company Number:**

5287515

**Accountants:**

Gareth Pollard Accountancy Services  
The Old Orchard  
Holsworthy  
Devon  
EX22 6LT

**Registered Office:**

The Carroll Suite  
Holsworthy Memorial Hall  
Manor Car Park  
Holsworthy  
Devon  
EX22 6DJ



**INDEPENDENT EXAMINERS REPORT TO THE COMMITTEE OF MANAGEMENT OF  
HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED  
YEAR ENDED 31 MARCH 2022**

We report on the accounts of the Company for the year ended 31 March 2022 which comprise of the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Respective Responsibilities of Trustees and Examiner**

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied ourselves that the charity is not subject to audit under part 16 of the Companies Act 2006 and is eligible for independent examination,

It is our responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. Follow procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
3. To state whether particular matters have come to our attention

**Basis of Independent Examiner's Statement**

Our 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 our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice (2015) have not been met; or
- To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed.....

Date: 23/6/22

Mr G Pollard  
Gareth Pollard Accountancy Services

**HOLSWORTHY COMMUNITY TRANSPORT LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING THE INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Restricted Funds				2022 Total £	2021 Total £
		General Unrestricted Fund £	Big Lottery Running Costs £	Building Capacity £	Redundancy Provision £		
<b>Incoming Resources</b>							
From generated funds							
Voluntary Income	3	27,898	30,782	-	-	58,680	114,338
Activities for Generating Funds	4	74,164	-	-	-	74,164	54,693
Investment Income	5	-	-	-	-	0	180
<b>Total Incoming Resources</b>		<b>102,062</b>	<b>30,782</b>	<b>-</b>	<b>-</b>	<b>132,844</b>	<b>169,211</b>
<b>Resources Expended</b>							
Costs of generating funds							
Costs of generating voluntary income	6	122,692	61,930	-	-	184,622	103,228
Governance costs	7	750	-	-	-	750	750
<b>Total Resources Expended</b>		<b>123,442</b>	<b>61,930</b>	<b>-</b>	<b>-</b>	<b>185,372</b>	<b>103,978</b>
<b>Net income/(expenditure) for the year before transfers</b>		<b>(21,380)</b>	<b>(31,148)</b>	<b>-</b>	<b>-</b>	<b>(52,528)</b>	<b>65,233</b>
<b>Total funds brought forward</b>		<b>102,100</b>	<b>86,289</b>	<b>7,500</b>	<b>30,000</b>	<b>225,889</b>	<b>160,656</b>
<b>Total funds carried forward</b>		<b>80,720</b>	<b>55,141</b>	<b>7,500</b>	<b>30,000</b>	<b>173,361</b>	<b>225,889</b>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**BALANCE SHEET AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible assets	8	<u>56,192</u>	<u>25,727</u>
<b>Current Assets</b>			
Debtors and prepayments		3,259	3,309
Loan to Holsworthy Memorial Hall Limited		-	4,680
Cash at bank and in hand	9	<u>114,761</u>	<u>193,209</u>
		118,020	201,198
<b>Creditors</b>			
Amounts falling due within one year	10	<u>850</u>	<u>1,036</u>
<b>Net Current Assets</b>		<u>117,170</u>	<u>200,162</u>
<b>Net Assets</b>		173,362	225,889
<b>Capital and Reserves</b>			
Restricted Income Funds	13	64,681	123,789
Unrestricted Income Funds	14	<u>108,681</u>	<u>102,100</u>
<b>Total Reserves</b>		<u>173,362</u>	<u>225,889</u>

For the financial year ended 31 March 2022 the charitable company was entitled to exemption from audit under Companies Act 2006, s. 477 relating to small companies and the members have not required the charity to obtain an audit of its accounts for the year in question in accordance with s476. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 and Charities Act 2011 with respect to accounting records and the preparation of accounts.

These financial statements were approved by the Directors on 22/6/22  
and are signed on their behalf by:

Signed.....

**ON BEHALF OF THE BOARD**

M W Prentice  
Director



# HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

### 1 ACCOUNTING POLICIES

#### (a) Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) -(Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### (b) Company Status

The charity is a company limited by guarantee. The members of the company are the trustees who are also ordinary members.

#### (c) Income Recognition

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribushian will be made, or when a distributuion is received from the estate. Receipt of a legacy, in whole or in part, is only considered proable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

#### (d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of Holsworthy Rural Community Transport Limited volunteers is not recognised although this may be outlined in the Trustees' annual report.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### (e) Investment income and interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Investment income is included when receivable and the value of investments are included at revalued amounts.

#### (f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**1 ACCOUNTING POLICIES (continued)**

**(g) Expenditure recognition**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of resources.

**(h) Fixed assets**

Fixed assets purchased for continuing use by the charity for the furtherance of its objectives are capitalised at cost and depreciated over their economic lives.

**(i) Depreciation**

Tangible fixed assets are written off over their useful economic lives as follows:

- Fixtures, fittings & equipment - 25% reducing balance
- Motor Vehicles - 25% reducing balance

**2 OPERATING SURPLUS**

This is stated after charging:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Independent examiners fee	750	750

	<b>2022</b>	<b>2021</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
	<b>Unrestricted</b>	<b>Restricted</b>
	<b>£</b>	<b>£</b>
<b>3 VOLUNTARY INCOME</b>		
Grants		
- Big Lottery	-	30,782
- Devon County Council	22,002	-
- Other	5,528	-
	<u>27,530</u>	<u>30,782</u>
	58,312	103,353
Donations	368	-
Legacy	-	-
	<u>27,898</u>	<u>30,782</u>
	58,680	114,338

**4 ACTIVITIES FOR GENERATING FUNDS**

Fares	19,733	-	19,733	3,548
Mini bus hire	6,257	-	6,257	3,904
Contract work	40,661	-	40,661	42,978
Sundry receipts	-	-	-	173
Booking services	6,716	-	6,716	3,360
BSOG: Vat reclaim	758	-	758	708
Amazon smile	39	-	39	22
	<u>74,164</u>	<u>-</u>	<u>74,164</u>	<u>54,693</u>

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
<b>5 INVESTMENT INCOME</b>				
Loan interest	-	-	-	180
	-	-	-	180
<b>6 COSTS OF CHARITABLE ACTIVITIES</b>				
Salaries	51,575	32,028	83,603	52,035
Pension	1,785	1,108	2,893	2,411
Casual labour	802	498	-	-
DBS Checks	-	-	-	50
Rent	3,390	2,106	5,496	5,496
Repairs & renewals	820	509	1,329	1,477
Window cleaning	85	-	85	35
Telephone & broadband	276	171	447	135
Postage & stationery	1,315	817	2,132	2,608
Insurance	1,144	-	1,144	1,045
Bus lease	9,543	5,927	15,470	4,760
Bus fuel expenses	11,318	7,029	18,347	5,303
Bus repairs & maintenance	13,518	8,394	21,912	6,075
Bus insurance	5,382	3,343	8,725	7,798
Advertising	200	-	200	2,216
Sundry purchases	1,662	-	1,662	2,108
Membership	120	-	120	120
Online booking	713	-	-	656
Bank charges	315	-	315	325
Depreciation	18,729	-	18,729	8,575
	122,692	61,930	182,609	103,228
<b>7 GOVERNANCE COSTS</b>				
Independent examination	750	-	750	750
	750	-	750	750

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**8 TANGIBLE FIXED ASSETS**

	Equipment £	Vehicles £	Total £
<b>Cost</b>			
As at 1 April 2021	21,384	203,404	224,788
<b>Additions</b>			
As at 31 March 2022	21,384	252,598	224,788
<b>Funding / Awards received</b>			
As at 1 April 2021	1,199	144,790	145,989
As at 31 March 2022	1,199	144,790	145,989
<b>Depreciation</b>			
As at 1 April 2021	14,790	38,282	53,072
Charge for the period	1,348	17,381	18,729
As at 31 March 2022	16,138	55,663	71,801
<b>Net book value</b>			
As at 31 March 2022	4,047	52,145	56,192
As at 1 April 2021	5,395	20,332	25,727

**9 CASH AT BANK AND IN HAND**

	Unrestricted £	Restricted £	2022 Total £	Unrestricted £	Restricted £	2021 Total £
Lloyds account	49,754	64,681	114,435	97,121	95,829	192,950
Petty cash	326	-	326	259	-	259
	50,080	64,681	114,761	97,380	95,829	193,209

**10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade creditors	-	186
Accruals	850	850
	850	1,036

**11 CONTROL**

The company was controlled throughout this period by its directors. The present directors are as listed on page 3.

**12 TAXATION**

Holsworthy Rural Community Transport Limited is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains arisen in the Charity.

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**13 RESTRICTED FUNDS**

	B/f	Income	Expenditure	C/f
Movements in restricted funds were as follows	£	£	£	£
Big lottery	65,829	30,782	(61,930)	34,681
Redundancy provision	30,000	-	-	30,000
	<u>95,829</u>	<u>30,782</u>	<u>(61,930)</u>	<u>64,681</u>

**14 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	56,192	-	56,192
Current assets	53,339	64,681	118,020
Current liabilities	<u>(850)</u>	<u>-</u>	<u>(850)</u>
Net assets	<u>108,681</u>	<u>64,681</u>	<u>173,362</u>





Registered Charity No. 1109623

Company No. 05287515

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**A COMPANY LIMITED BY GUARANTEE**

**UNAUDITED REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**A COMPANY LIMITED BY GUARANTEE**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

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Legal & Administrative information	3
Independent Examiners' Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Accounts	7 - 11

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees, who are also directors for the purposes of company law, are pleased to present their annual directors' 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 Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019)

**Reference and administrative details**

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 3 of this document.

**Constitution, Organisational Structure and Objectives**

The charity is a charitable company limited by guarantee without share capital, incorporated on 16 November 2004 and registered as a charity on 16 November 2004. It is governed by a memorandum and articles of association dated 28 June 2001 as amended on 7 January 2002. Its objectives are to provide a community transport service for such of the inhabitants of Holsworthy 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.

The Directors who control the Charity and carry out the administrative duties are listed on page 3.

In planning our activities we have kept in mind the Charity Commissioners guidance on public benefit and have followed this guidance to demonstrate the charitable aims are for the public benefit.

**Trustees and their Interests**

The members of the Charity are directors for the purposes of company law and trustees for the purposes of Charity law. No directors hold shares but they have all guaranteed to pay an amount not exceeding £1 in the event of the Charity ceasing and their being a deficiency. The trustees are appointed by the board of trustees following recommendations from the Nominations Committee.

**Future Strategies**

The Charity plans to build on the success of the last period.

**Results**

The results for the year are as stated in the attached financial statements. A net deficit of £(52,528) (Surplus of £65,233 - 2021) arose this year.

Wages are reduced in the current year due to the coronavirus job retention scheme payments received.

The final balances carried forward including Restricted Funds of £64,681 was £173,362

**Achievements and Performance**

The charity operated a reduced service at the start of the year due to the Covid pandemic (evidenced by the income from fares and hire). Once restrictions etc were lifted the service offered slowly began to increase to pre-pandemic levels.

**Reserves**

These are held at a level which enables the Charity to carry out its objectives.



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Risks**

The trustees have reviewed all known risks and have satisfied themselves that there are adequate systems and procedures in place to mitigate the risks identified.

**Investment policy**

The trustees have the power to invest in such assets as they feel is appropriate to the charity.  
Surplus monies are held on deposit at the bank.

**Responsibilities of the directors/trustees**

The charity trustees (who are also the directors of Holsworthy Rural Community Transport Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice)

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the directors are required to:

1. Select suitable accounting policies and then apply them consistently
2. Observe the methods and principles in the Charities SORP
3. Make accounting judgements and estimates that are reasonable, responsible and prudent
4. State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
5. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed..... 

Date: 22/6/22

**ON BEHALF OF THE BOARD**

M W Prentice  
Director

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**FOR THE YEAR ENED 31 MARCH 2022**

**Directors:**

D W Perkin  
F M Perkin  
M W Prentice  
A Wright  
K James  
E Sharmen

**Secretary:**

F M Perkin

**Charity Number:**

1109623

**Company Number:**

5287515

**Accountants:**

Gareth Pollard Accountancy Services  
The Old Orchard  
Holsworthy  
Devon  
EX22 6LT

**Registered Office:**

The Carroll Suite  
Holsworthy Memorial Hall  
Manor Car Park  
Holsworthy  
Devon  
EX22 6DJ

**INDEPENDENT EXAMINERS REPORT TO THE COMMITTEE OF MANAGEMENT OF  
HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED  
YEAR ENDED 31 MARCH 2022**

We report on the accounts of the Company for the year ended 31 March 2022 which comprise of the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Respective Responsibilities of Trustees and Examiner**

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied ourselves that the charity is not subject to audit under part 16 of the Companies Act 2006 and is eligible for independent examination,

It is our responsibility to:

1. Examine the accounts under section 145 of the 2011 Act
2. Follow procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
3. To state whether particular matters have come to our attention

**Basis of Independent Examiner's Statement**

Our 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 our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice (2015) have not been met; or
- To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed.....

Date: 23/6/22

Mr G Pollard  
Gareth Pollard Accountancy Services



**HOLSWORTHY COMMUNITY TRANSPORT LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING THE INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Restricted Funds				2022 Total £	2021 Total £
		General Unrestricted Fund £	Big Lottery Running Costs £	Building Capacity £	Redundancy Provision £		
<b>Incoming Resources</b>							
From generated funds							
Voluntary Income	3	27,898	30,782	-	-	58,680	114,338
Activities for Generating Funds	4	74,164	-	-	-	74,164	54,693
Investment Income	5	-	-	-	-	0	180
<b>Total Incoming Resources</b>		<b>102,062</b>	<b>30,782</b>	<b>-</b>	<b>-</b>	<b>132,844</b>	<b>169,211</b>
<b>Resources Expended</b>							
Costs of generating funds							
Costs of generating voluntary income	6	122,692	61,930	-	-	184,622	103,228
Governance costs	7	750	-	-	-	750	750
<b>Total Resources Expended</b>		<b>123,442</b>	<b>61,930</b>	<b>-</b>	<b>-</b>	<b>185,372</b>	<b>103,978</b>
<b>Net income/(expenditure) for the year before transfers</b>		<b>(21,380)</b>	<b>(31,148)</b>	<b>-</b>	<b>-</b>	<b>(52,528)</b>	<b>65,233</b>
<b>Total funds brought forward</b>		<b>102,100</b>	<b>86,289</b>	<b>7,500</b>	<b>30,000</b>	<b>225,889</b>	<b>160,656</b>
<b>Total funds carried forward</b>		<b>80,720</b>	<b>55,141</b>	<b>7,500</b>	<b>30,000</b>	<b>173,361</b>	<b>225,889</b>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**BALANCE SHEET AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible assets	8	<u>56,192</u>	<u>25,727</u>
<b>Current Assets</b>			
Debtors and prepayments		3,259	3,309
Loan to Holsworthy Memorial Hall Limited		-	4,680
Cash at bank and in hand	9	<u>114,761</u>	<u>193,209</u>
		118,020	201,198
<b>Creditors</b>			
Amounts falling due within one year	10	<u>850</u>	<u>1,036</u>
<b>Net Current Assets</b>		<u>117,170</u>	<u>200,162</u>
<b>Net Assets</b>		173,362	225,889
<b>Capital and Reserves</b>			
Restricted Income Funds	13	64,681	123,789
Unrestricted Income Funds	14	<u>108,681</u>	<u>102,100</u>
<b>Total Reserves</b>		<u>173,362</u>	<u>225,889</u>

For the financial year ended 31 March 2022 the charitable company was entitled to exemption from audit under Companies Act 2006, s. 477 relating to small companies and the members have not required the charity to obtain an audit of its accounts for the year in question in accordance with s476. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 and Charities Act 2011 with respect to accounting records and the preparation of accounts.

These financial statements were approved by the Directors on 22/6/22  
and are signed on their behalf by:

Signed.....

**ON BEHALF OF THE BOARD**

M W Prentice  
Director

# HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

### 1 ACCOUNTING POLICIES

#### (a) Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) -(Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### (b) Company Status

The charity is a company limited by guarantee. The members of the company are the trustees who are also ordinary members.

#### (c) Income Recognition

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribushian will be made, or when a distributuion is received from the estate. Receipt of a legacy, in whole or in part, is only considered proable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

#### (d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of Holsworthy Rural Community Transport Limited volunteers is not recognised although this may be outlined in the Trustees' annual report.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### (e) Investment income and interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Investment income is included when receivable and the value of investments are included at revalued amounts.

#### (f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**1 ACCOUNTING POLICIES (continued)**

**(g) Expenditure recognition**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of resources.

**(h) Fixed assets**

Fixed assets purchased for continuing use by the charity for the furtherance of its objectives are capitalised at cost and depreciated over their economic lives.

**(i) Depreciation**

Tangible fixed assets are written off over their useful economic lives as follows:

- Fixtures, fittings & equipment - 25% reducing balance
- Motor Vehicles - 25% reducing balance

**2 OPERATING SURPLUS**

This is stated after charging:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Independent examiners fee	750	750

	<b>2022</b>	<b>2021</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
	<b>Unrestricted</b>	<b>Restricted</b>
	<b>£</b>	<b>£</b>
<b>3 VOLUNTARY INCOME</b>		
Grants		
- Big Lottery	-	30,782
- Devon County Council	22,002	-
- Other	5,528	-
	<u>27,530</u>	<u>30,782</u>
	58,312	103,353
Donations	368	-
Legacy	-	-
	<u>27,898</u>	<u>30,782</u>
	58,680	114,338

**4 ACTIVITIES FOR GENERATING FUNDS**

Fares	19,733	-	19,733	3,548
Mini bus hire	6,257	-	6,257	3,904
Contract work	40,661	-	40,661	42,978
Sundry receipts	-	-	-	173
Booking services	6,716	-	6,716	3,360
BSOG: Vat reclaim	758	-	758	708
Amazon smile	39	-	39	22
	<u>74,164</u>	<u>-</u>	<u>74,164</u>	<u>54,693</u>

**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
<b>5 INVESTMENT INCOME</b>				
Loan interest	-	-	-	180
	-	-	-	180
<b>6 COSTS OF CHARITABLE ACTIVITIES</b>				
Salaries	51,575	32,028	83,603	52,035
Pension	1,785	1,108	2,893	2,411
Casual labour	802	498	-	-
DBS Checks	-	-	-	50
Rent	3,390	2,106	5,496	5,496
Repairs & renewals	820	509	1,329	1,477
Window cleaning	85	-	85	35
Telephone & broadband	276	171	447	135
Postage & stationery	1,315	817	2,132	2,608
Insurance	1,144	-	1,144	1,045
Bus lease	9,543	5,927	15,470	4,760
Bus fuel expenses	11,318	7,029	18,347	5,303
Bus repairs & maintenance	13,518	8,394	21,912	6,075
Bus insurance	5,382	3,343	8,725	7,798
Advertising	200	-	200	2,216
Sundry purchases	1,662	-	1,662	2,108
Membership	120	-	120	120
Online booking	713	-	-	656
Bank charges	315	-	315	325
Depreciation	18,729	-	18,729	8,575
	122,692	61,930	182,609	103,228
<b>7 GOVERNANCE COSTS</b>				
Independent examination	750	-	750	750
	750	-	750	750



**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**8 TANGIBLE FIXED ASSETS**

	Equipment £	Vehicles £	Total £
<b>Cost</b>			
As at 1 April 2021	21,384	203,404	224,788
<b>Additions</b>			
As at 31 March 2022	21,384	252,598	224,788
<b>Funding / Awards received</b>			
As at 1 April 2021	1,199	144,790	145,989
As at 31 March 2022	1,199	144,790	145,989
<b>Depreciation</b>			
As at 1 April 2021	14,790	38,282	53,072
Charge for the period	1,348	17,381	18,729
As at 31 March 2022	16,138	55,663	71,801
<b>Net book value</b>			
As at 31 March 2022	4,047	52,145	56,192
As at 1 April 2021	5,395	20,332	25,727

**9 CASH AT BANK AND IN HAND**

	Unrestricted £	Restricted £	2022 Total £	Unrestricted £	Restricted £	2021 Total £
Lloyds account	49,754	64,681	114,435	97,121	95,829	192,950
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**HOLSWORTHY RURAL COMMUNITY TRANSPORT LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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