

Boston Community Transport

Boston



Accounts for the Year 1st April 2020 to 31st March 2021

Prepared by
Fastax
20-22 South Street
Boston
Lincs
PE21 6HT

Accountants, Tax Advisors, Bookkeepers & Payroll Processors

Boston Community Transport
Accounts For The Year 1st April 2020 to 31st March 2021

Company Information & Contents

Trustees:

Mr. Andrew Webster
Dr. Karen Loudon
Mr. John Blackwell
Mr. Barry Connor

Bankers:

Unity Trust Bank Plc
Nine Brindley Place
4 Oozells Square
Birmingham
B1 2HB

Charity & Company Number

05140621 England and Wales
1110099 Registered Charity Number

Registered Office & Business Address

The Len Medlock Voluntary Centre
St Georges Road
Boston
Lincs
PE21 8YB

Accountants

Fastax
20-22 South Street
Boston
Lincs
PE21 6HT

Contents

Page 1, 2 & 3	Trustee's Report
Page 4	Accountants' Report
Page 5	Statement of Financial Activities
Page 6	Balance Sheet
Pages 7	Notes

Boston Community Transport
Accounts For The Year 1st April 2020 to 31st March 2021

Report of the Trustees for the Year Ended 31 March 2021

The Directors who are also Trustees of the charity for the purposes of the Companies Act, present their report and accounts for the period ended 31 March 2021.

The trustees have adopted the provision of the Statement of Recommended Practice (SORP 2005) "Accounting & Reporting by Charities" issued in March 2005 in preparing the report and accounts.

Objects of the Charity

The charity is constituted as a limited company, limited by guarantee and is therefore governed by a memorandum & articles of association.

The charity's principal objects are:

"To provide a community transport service for such inhabitants of Boston and it's surrounding area who are in need of such service because of age, sickness, disability, poverty or because of a lack of availability of adequate and safe public passenger services.

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 28th May 2004 and registered as a charity on 20th June 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of the Board of Trustees

The Directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Organisational Structure

Boston Community Transport has a Board of Trustees which is responsible for the strategic direction and policy of the charity.

Day to day responsibility for the provision of the services rests with the Office Manager who is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Office Manager has responsibility for the day to day operational management of the organisation, individual supervision of the staff and volunteer team whilst also ensuring the team continues to develop their skills and working practices in line with good practice.

Risk Management

The trustees have a risk management strategy which comprises:

- * an annual review of the risks the charity may face,
- * the establishment and implementation of systems and procedures to mitigate those risks.

Boston Community Transport
Accounts For The Year 1st April 2020 to 31st March 2021

Report of the Trustees for the Year Ended 31 March 2021 Continued.

Activities

The charity provides tailor-made, affordable accessible transport for the community through a Community Car Scheme.

Reserves Policy

The charity has reviewed its policy on the level of reserves to be held and consider that the charity should aim to hold a figure totalling a minimum of six months running costs. This figure for the period is £17400.

Investment Policy and Returns

Under memorandum and articles of association, the charity has the power to make any investment which the trustees see fit. As the company does not have excessive funds, the trustees have had no need to consider investments other than to ensure that interest is received on the current account where possible.

Board of Trustees (Directors)

All Directors of the company are also trustees of the charity and there are no other trustees. All of the trustees named on page 1 served as set out on page 1.

Trustees' Responsibilities in Relation to the Financial Statements

The trustees are required by company law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to,

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent,
- state whether the policies adopted are in accordance with Companies Act 2006 and with applicable accounting standards and statements of recommended practice. Subject to any material departures disclosed and explained in the financial statements:
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records 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. They 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.

**Boston Community Transport
Accounts For The Year 1st April 2020 to 31st March 2021**

Accountants

A resolution proposing Fastax continue to be appointed as accountants of the charity will be put to the Annual General Meeting.

Approval

This report was approved by the board of Trustees on the -----and signed
on its behalf.

CHAIR OF TRUSTEES

**Boston Community Transport
Accounts For The Year 1st April 2020 to 31st March 2021**

ACCOUNTANTS' REPORT TO THE TRUSTEES

Independent examiner's Report to the Trustees of Boston Community Transport Limited

We report on the accounts of the Trust for the year ended 31st March 2021, which are set out on pages 5 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 43 of the Act)
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act)
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of our examination, no matter has come to our attention:

- (1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
- proper accounting records are kept (in accordance with section 41 of the 1993 Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Fastax
20-22 South Street
Boston
Lincs
PE21 6HT

Boston Community Transport
05140621

Trading Profit and Loss Account

Accounts For The Year 1st April 2020 to 31st March 2021

	March 2021		March 2020
Operating Income			
Fares	4,837		30,690
Grants	39,646		23,552
HMRC COVID Grants	10,124		-
Donations	1,067		1,855
Memberships	1,424		2,338
	<u>57,098</u>		<u>58,435</u>
 Less: Operating Expenses			
Wages	20,731		26,232
Pension	732		680
Rent	4,528		4,730
Volunteers Expense 78%	3,797	76%	23,325
Stationery & Postage	986		1,636
Travel	-		484
Accountancy	455		503
Insurance	-		-
Telephone	1,153		921
Refreshments	23		484
Bank Charges	194		219
Repairs	58		-
Computer Expenses	319		204
Advertising, Marketing & Fundraisii	430		2,634
Loss On sale of Fixed Assets	-		-
Depreciation	184		246
Subscriptions	115		115
Training	-		197
DBS Applications	-		-
	<u>33,705</u>		<u>62,610</u>
 Net Surplus / (Deficit)	<u>23,393</u>		<u>(4,175)</u>

Boston Community Transport
05140621

Balance Sheet

Accounts For The Year 1st April 2020 to 31st March 2021

Fixed Assets		B/Fwd Value at 01/04/2020	Additions	Depreciation To Date	Disposals	Current Year Dep'n	NBV at 31/03/2021
Equipment	20% RB	-	-	-	-	-	-
Computer Equipment	25% SL	1,637	-	900	-	184	553
		<u>1,637</u>	<u>-</u>	<u>900</u>	<u>-</u>	<u>184</u>	<u>553</u>

	2021	2020
Current Assets		
Cash Account	324	184
Prepayments	-	-
Net Wages	102	-
Unity Bank Account	50,187	27,497
Business Money Manager	20,838	19,910
Suspense	-	-
	<u>71,451</u>	<u>47,591</u>

**Current Liabilities: amounts falling
due within one year**

Accruals	215	285
PAYE	45	88
True Potential	228	142
Credit Card	371	61
Creditors	-	-
	<u>859</u>	<u>576</u>

Net Current Assets / (Liabilities)	<u>70,592</u>	<u>47,015</u>
---	---------------	---------------

Total Assets add Current Assets	<u><u>71,145</u></u>	<u><u>47,752</u></u>
--	----------------------	----------------------

Represented By;

Funds

Retained Earnings	47,752	51,927
Profit and Loss Account	23,393	(4,175)
Surplus Funds	<u><u>71,145</u></u>	<u><u>47,752</u></u>

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

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved and signed by the directors on

.....

.....

Directors and Trustees

Boston Community Transport
Notes to the Accounts for the Year 1st April 2020 to 31st March 2021

Turnover

Turnover comprises the invoiced value of goods and services provided by the company. All of which is derived from the United Kingdom.

Operating (Loss) Profit

	2021	2020
The operating (loss) profit is stated after charging:		
Depreciation - owned assets	<u>184</u>	<u>246</u>

Assets

All fixed assets are initially recorded at cost.

Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The accounts have been prepared in compliance with the Statement of Recommended Practice and Reporting by Charities (SORP 2005) issued in March 2005, The Charities (Accounts and Reports) Regulations 2008 applicable accounting standards and the Companies Act 2006.

Incoming Resources

Income and grants are included in incoming resources when they are receivable.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be reclaimed.

Fundraising Costs

Fundraising expenditure comprises costs incurred in inducing people and organization's to contribute financially to the charity's work. This includes the costs of marketing fundraising events.

Expenditure on Management and Administration of the Charity

Administration expenditure includes all expenditure not directly related to the charitable activity or fundraising ventures. This includes costs of running office premises, staff salaries and accounts fees.

Depreciation

Depreciation is calculated to write off the cost or valuation of all assets over their expected normal useful lives.

The rate and method of depreciation are;

Category of Asset	Rate	Method
Equipment	20%	Reducing Balance

Depreciating Assets

Fixed Assets	B/Fwd Value at 01/04/2020	Additions	Depreciation To Date	Disposals	Current Year Dep'n	NBV at 31/03/2021
Equipment	-	-	-	-	-	-
Computer Equipment	1,637	-	900	-	184	553
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Carried Forward Capital Allowances not claimed

-

Funds of the Charity

At the present time there are no restricted funds within the charity.