

Ashbourne Community Transport

2020 Annual Report & Accounts

Ashbourne Community Transport
Blenheim Road
Airfield Industrial Estate
Ashbourne
Derbyshire
DE6 1HA

Tel. 01335 300670

Email info@ashbournect.org.uk

Registered Charity No. 1110204

Company Limited by Guarantee Registered in England & Wales No. 5329004

REGISTERED COMPANY NUMBER: 05329004 (England and Wales)
REGISTERED CHARITY NUMBER: 1110204

Report of the Trustees and
Financial Statements for the Year Ended 31 December 2020
for
Ashbourne Community Transport

Ashbourne Community Transport

Contents of the Financial Statements
for the year ended 31 December 2020

	Page
Report of the Trustees	1 to 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Cash Flow Statement	12
Notes to the Cash Flow Statement	13
Notes to the Financial Statements	14 to 20
Detailed Statement of Financial Activities	21

Ashbourne Community Transport

Report of the Trustees **for the year ended 31 December 2020**

The trustees present their report and accounts for the year ended 31 December 2020.

The Charity's administration details are provided in the Reference and Administrative Details section of this report.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

OBJECTIVES AND ACTIVITIES

Charitable Objectives

Ashbourne Community Transport (ACT) is a non-profit making charitable organisation servicing the residents of Ashbourne and surrounding villages in Derbyshire Dales, Leek and the villages of Staffordshire Moorlands, Burton and Uttoxeter and their surrounding villages in East Staffordshire and the villages and towns of the High Peak administrative area including Buxton and Glossop.

The key objectives remain to:

- provide safe, affordable, accessible door-to-door transport for residents of all ages who have difficulty in using standard public bus services because of disability or age-related mobility issues, or in rural areas because no such services exist.
- improve social integration and widen personal choice for those who may otherwise suffer from social isolation, especially in rural areas, because they do not have access to a private car or cannot drive.
- maintain independent living for many residents by enabling them to visit supermarkets, shops or other public services, including healthcare, without reliance on family, friends or neighbours.

ACT also meets the transport requirements of individuals with special needs and groups dedicated to supporting them, providing non-emergency passenger transport for hospital specialist medical appointments as fewer people become eligible for NHS commissioned services and affordable transport for social and community organisations registered within its areas of operation. Serving all age groups this includes sports groups, the scout association, church groups, womens institutes and luncheon clubs.

To achieve this all our Drivers and Passenger Assistants hold enhanced DBS and certificates from accredited training in safeguarding, first aid and wheelchair management.

Ashbourne Community Transport

Report of the Trustees **for the year ended 31 December 2020**

OBJECTIVES AND ACTIVITIES

Significant activities

As recorded in previous Annual Reports, our Community Transport services are no longer directly supported by local public funds. In 2020 ACT received less than 1% of its income in the form of Local Authority grants or subsidies.

Funds required to support the delivery of the services described above and to meet our charitable objectives were therefore derived from:

- operating Local Authority contracts (particularly those requiring accessible vehicles and specialist support - some of which can still be operated under S19 of the Road Traffic Act)
- fares for customised services, community and social group use
- excursions
- monies donated from the activity of its trading arm - The Ashbourne Little Bus Company (LBC) - a wholly owned subsidiary of the Charity.

LBC is a limited company with its own Board of Directors. It can bid for and undertake all forms of commercial work. It is run as a social enterprise which returns any surplus from its operations to ACT.

The Effects of the Pandemic

2020 has been an unusual and exceptional year for all and as expected also for ACT.

As previously reported, the Charity relies heavily on its trading arm to provide income from contract and commercial work to support its charitable activities. While LBC bookings appeared as normal for the first quarter these and those of ACT (especially bookings for school trips and group excursions) began to fall away rapidly after the spring half term as more information became available about the pandemic. All such bookings ended when lockdown was announced from 23 March 2020.

As an organisation we have been fortunate in that agreement was reached with our local authorities for a percentage of contractual payments to be continued while services such as transport to Day Centres were not required. ACT also benefited from the continuation at 2019 levels of the DfT BSOG (Bus Service Operators' Grant) and LBC from the ECNTS scheme.

The continuation of these payments allowed us to pay the relevant staff and/or direct drivers and buses to other essential work at no additional cost. It also allowed our office team to maintain a regular dialogue with our passengers enabling those who had no other means of support to retain independence by assisting with essentials such as shopping and to provide a regular means of contact with those who were finding self-isolation difficult and just 'needed a regular chat'. We have received many letters and cards thanking us for providing this means of support.

In line with other Community Transport operations, ACT offered its services to a range of public agencies to support their Covid-19 emergency planning. Our role included the delivery of food boxes, prescriptions and other essential goods and providing safe transport for those who needed to access essential public services or needed travel to their place of work. To help achieve this we entered into special arrangements with the local GP surgeries and offered support to both Derbyshire County Council and Staffordshire County Council.

Those local services which we operate, including our shopping buses, were declared essential services and were kept running throughout the pandemic with the support of the relevant local authorities. A number of our drivers volunteered to work as 'key workers' during lockdown to help keep these services operational.

Social distancing measures, the acquisition of essential PPE (face mask, gloves, aprons etc) and the specialist sanitising of vehicles were immediately put in place. ACT chose to use a specialist sanitising system called X-Mist. This system is recognised nationally as highly effective and removes the need to apply regular wet cleaning which can introduce other associated problems. However, it is also very expensive. Its purchase along with the regular replacement of PPE has led to additional costs of approximately £8,000.

With the help of local businesses across our area of operation we were able to run a free Christmas Cheer raffle with many beautiful prizes. This helped raise the spirits of many passengers when due to further lockdowns Christmas appeared to be a very lonely time.

Ashbourne Community Transport

Report of the Trustees **for the year ended 31 December 2020**

OBJECTIVES AND ACTIVITIES

A small number of our drivers who cover a range of services were placed on the furlough scheme and flexible furlough introduced in July 2020.

During lockdowns the ACT administrative team continued to make regular contact with all registered passengers to ensure that they were keeping safe and well. This allowed them to identify those who needed to travel to essential services safely as they had no other means of support as well as improving the social contact for many who would have otherwise suffered extreme social isolation. This regular contact was well-received by both passengers and their support network where one was in place.

The ongoing application of social distancing whilst lockdown has eased and more passengers deciding to travel, has meant additional runs were required to accommodate all passengers. With the support available from local authorities in relation to contracts, we have been able to offer these journeys from within our normal resources.

STRATEGIC REPORT

Achievement and performance

Charitable activities

Whilst continuing to run some specialist contract services under the DfT published exemptions relating to S19 and S22 exemptions, in 2020 the ACT Board implemented the decision to operate the majority of contracted services under O licence and through LBC.

Unfortunately, our business decision to grow the offer of customised door-to-door journeys for those requiring accessible transport (e.g. more affordable transport for community groups and social and leisure journeys for those facing social isolation and to support independent living and overall community wellbeing) had to be deferred as a result of the pandemic. No excursions or trips were organised between March and December 2020.

ACT has continued to work closely with Connex and South Derbyshire CVS who hold the Active-Travel contract sponsored by Derbyshire County Council and has undertaken additional essential journeys for them when they were unable to use volunteer drivers.

ACT has also continued to provide:

- A similar Active Travel service in Amber Valley in partnership with Erewash Community Transport, covering the Belper and Ripley areas and their surrounding villages.
- At least once a week shopping trips into Uttoxeter, Burton and Ashbourne from villages across East Staffordshire for those with no other means of accessing services.

These shopping and customised Dial-a-Ride services are heavily subsidised to retain affordability. Subsidy is provided from the surpluses achieved by LBC from its contract and commercial work.

Contracts

The decision taken by both Derbyshire and Staffordshire Councils to exercise their option to extend a number of contracts due to end in 2020 for a further 12-18 months, has provided some ongoing stability to the business and enabled more informed decisions about business planning to be made.

New Contracts

In April 2020 ACT took over a major contract at the request of Derbyshire County Council Adult Social Care and welcomed a new team based in Glossop. This contract is complementary to our services in the High Peak area and is run as an outstation. Unfortunately, because of lockdown, the contract commenced but it was many months later before we were able to meet with the new staff.

Ashbourne Community Transport

Report of the Trustees for the year ended 31 December 2020

STRATEGIC REPORT

Achievement and performance

Operational Matters

The reduction in overall workload as a result of the pandemic made it possible for us to reduce our fleet size and associated costs. Owned vehicles were taken off the road and their insurance charges reduced. Vehicles on short term hire were taken off lease. These measures resulted in some significant savings.

With the support of our contract hire partner we were able to change the fleet shape to include larger minibuses enabling us to carry a higher number of passengers whilst maintaining the social distancing restrictions.

Other cost savings measures taken during the year included a reduction in the number of our backroom staff, a change to our telecoms system and the introduction of alternative suppliers of general goods - all of which have resulted in further cost savings.

Financial review

Financial position

The Charity's incoming resources totalled £729,551 in the year which compares to £486,900 for 2019, the increase/(decrease) being:

	£
Grants and subsidies	61,686
Fares and contracts	177,320
Others	3,645
	<hr/>
	242,651

Resources expended totalled £586,244 as compared to £561,876 for 2019, the increase/(decrease) being:

Ongoing operational costs

	£
Vehicle running costs (incl. Depreciation)	(27,936)
Office equipment	(3,220)
Hire of plant and machinery	9,460
Premises costs	(3,371)
Wages	56,359
Other	(6,924)
	<hr/>
	24,368

Under the Memorandum and Articles of Association, the company has the power to invest in any way the trustees see fit. The trustees, having regard to the liquidity requirements and to the reserves policy, have operated a policy of keeping surplus funds in fixed term bonds and interest bearing deposit accounts, seeking to obtain the best available interest rates and minimal risk.

The attached financial statements show the current state of the finances which the trustees consider to be sound.

Ashbourne Community Transport

Report of the Trustees for the year ended 31 December 2020

STRATEGIC REPORT

Financial review

Reserves Policy

This policy relates to the unrestricted funds held by the Charity and is formulated on the following basis;

- ACT currently holds no Restricted Funding and therefore all funds shown on the Balance Sheet are identified as Unrestricted
- ACT has no Permanent Endowment Funds
- ACT has received Expendable Endowments in the form of donations. In this case the policy is to direct these monies to support charitable activity and to inform those donating accordingly
- ACT has ongoing liabilities in relation to the following as identified in the Annual Report and Accounts:
 - * Ongoing rents relating to the HQ depot and offices and other operating centres (12 months)
 - * Ongoing vehicle hire charges in relation to agreed hire periods
 - * Legal requirements to meet salaries/wages and any potential redundancies

ACT's general policy is therefore to build up a level of reserve (over and above its operational liabilities) to mitigate risk, build resilience against short term or unexpected impact on its operations and/or disruption to the agreed business plan.

Minimum Target Level of Reserve

The minimum target level of reserve is £100,000 over and above the current liability which equates to approximately £90,000. The Board will add to the minimum level as appropriate in order to respond to changing circumstances and to minimise risk.

Reserves will be maintained for the following purposes:

- Providing security against the risk of short term shock, for example, underwriting for a fixed period of time against the loss of contracts identified as 'at risk' in the budget and business plan whilst remedial action and/or restructuring takes place
- Investment in new projects which are aligned with the charitable objective or which fall within the commercial business plan - the reserve being to support the activity and cover costs ahead of income earned
- Providing seed corn investment or underwriting the development of new ventures which support the delivery of the charitable objectives and/or arise as a result of the identification of new opportunities

Investment Policy

A percentage of the reserve (60%) will be invested.

Investments will be across a portfolio in order to reduce risk by optimising the national guarantee of the protection of investment fund up to £85,000 per investment. Each investment will be made following market research and will be approved by the Board of Trustees following a recommendation from the Executive.

Investments will be reviewed on an annual basis.

Policy Review

This policy will be reviewed annually at the AGM.

Vehicle Replacement Policy

Traditionally Ashbourne Community Transport has purchased its own minibuses and has made provision in the annual accounts for their replacement after 7 years service. When vehicles were replaced after this amortisation period then the vehicle replacement provision was adjusted accordingly.

Given the financial position of the Charity, the board has adopted a policy of leasing vehicles. As at 31st December 2020 Ashbourne Community Transport now owns only 4 vehicles out of a fleet of 18 vehicles.

Ashbourne Community Transport

Report of the Trustees **for the year ended 31 December 2020**

STRATEGIC REPORT

Future plans

The debate at national level about the use of S19 permits continued during the year. As there was no further clarification about the recognised exemptions, ACT retained its policy of supporting drivers with CPC training and the acquisition of full PSV licences.

In the year most training had to be undertaken online. This made renewals and updating difficult for some staff and ACT has taken advantage of recognised delays and deferrals allowed by DVSA and contracting bodies.

The Board of Directors also confirmed that the business model for ACT would be that it continued to operate some eligible services under S19 and S22 and the agreed exemptions where possible to assist with the delivery of the charitable objectives. Plans would also include:

- Strategies to maintain key contracts as they come up for renewal
- Forming partnerships and collaboration with other complementary organisations, particularly those aligned to outstations
- Improving the overall passenger experience - this to include a vehicle review to identify the most suitable vehicles for passengers, the environment and the terrain in which ACT operates
- Capital investment in new IT and support equipment
- Potential redesign and strengthening of the management and administrative resource.

The funding model would remain that LBC would grow its commercial activity to provide continued support to ACT. ACT would supply drivers, occasional vehicle hire and a serviced office, including administration and backroom support services to LBC for a fixed monthly fee. LBC would acquire its own contract hire vehicles but would not directly employ staff.

The standard charge would be reviewed quarterly.

The Board recognises that this model can be viewed as a 'fragile' structure with the future of ACT and its services being wholly dependent on LBC remaining competitive and winning work in both the public and private sectors.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The trustees, who are also the directors for the purpose of company law and who served during the year are as provided on the Reference and Administrative Details page.

Ashbourne Community Transport

Report of the Trustees **for the year ended 31 December 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The ACT Board of Trustees comprises up to 12 members of the public including a nominated representative from local councils - for many years Derbyshire County Council, Derbyshire Dales District Council and Ashbourne Town Council. The nominated representatives have always been full members of the Board and are registered with the Charities Commission and Companies House and have the same rights and obligations as the other Board members.

Unfortunately, during 2020, Derbyshire Dales District Council decided to withdraw from representation on the Board. After discussion about the economic importance of public transport it was agreed that this decision would be reviewed in 2021.

The full Board is reappointed by the Charity's members at the Annual General Meeting which is held in September each year. All Trustees have to be paid-up members of the organisation.

During the year two longstanding Directors and Trustees indicated that they wished to retire and did so at the end of the year.

As a result, a number of new Trustees applied to support the Charity and were appointed. Although we were unable to hold an AGM in 2020 as a result of the pandemic, a new Board was formed in the last quarter of the year. Those Trustees who have continued to serve, and the new Trustees, also agreed to take on individual tasks in support of both strategic and operational planning and a Corporate Working Group was formed to develop a new 5-year business plan.

As part of the planning process this group will be reviewing all the activity of the Charity, with the aim of improving its sustainability, taking account of changing public behaviour and attitudes, including the trend for more online shopping, working at home and the national requirement to move away from individual car journeys and into low carbon vehicles.

The ACT Board is represented on the Board of Directors of the Ashbourne Little Bus Company. In 2020 the representatives were the ACT Chairman and Treasurer. LBC also has employee representation on its Board of Directors.

Risk management

The trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Regular meetings are held to review operations, to make executive decisions and to discuss future activities.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05329004 (England and Wales)

Registered Charity number

1110204

Registered office

Ashbourne Community Transport Offices
Blenheim Road
Airfield Industrial Estate
Ashbourne
Derbyshire
DE6 1HA

Ashbourne Community Transport

Report of the Trustees
for the year ended 31 December 2020

Trustees

Ms P A Laughlin
Cllr S Bull
Cllr J Harris
Mr J M Tyack (resigned 1.12.20)
Mr A W Watts (resigned 31.12.20)
Mr R Watson
Mr S P Sankey (resigned 14.4.20)
Cllr S Lees
Mr S Griffiths (appointed 26.8.20)
Mr R Roebuck (appointed 30.9.20)
Mr D Ingle (appointed 26.8.20) (resigned 27.1.21)


Company Secretary

Ms P A Laughlin

Independent Examiner

Oliver John Day
Institute of Chartered Accountants in England and Wales
John H. F. King
Chartered Certified Accountants
119 High Street
Clay Cross
Chesterfield
Derbyshire
S45 9DZ

The trustee's report was approved by the Board of Trustees. 12 August 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to be 'P. Laughlin', with a long horizontal line extending to the right.

Ms P A Laughlin - Secretary

Independent Examiner's Report to the Trustees of
Ashbourne Community Transport

Independent examiner's report to the trustees of Ashbourne Community Transport ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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

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

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

Oliver John Day
Institute of Chartered Accountants in England and Wales
John H. F. King
Chartered Certified Accountants
119 High Street
Clay Cross
Chesterfield
Derbyshire
S45 9DZ

12 August 2021

Ashbourne Community Transport

Statement of Financial Activities
for the year ended 31 December 2020

	Notes	Unrestricted funds £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	75,838	-	75,838	44,402
Charitable activities	5				
Charitable activities		653,579	-	653,579	439,232
Other trading activities	3	-	-	-	2,000
Investment income	4	134	-	134	641
Other income		-	-	-	625
Total		<u>729,551</u>	<u>-</u>	<u>729,551</u>	<u>486,900</u>
EXPENDITURE ON					
Charitable activities	6				
Charitable activities		586,243	-	586,243	561,876
NET INCOME/(EXPENDITURE)		<u>143,308</u>	<u>-</u>	<u>143,308</u>	<u>(74,976)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		249,979	-	249,979	324,955
TOTAL FUNDS CARRIED FORWARD		<u><u>393,287</u></u>	<u><u>-</u></u>	<u><u>393,287</u></u>	<u><u>249,979</u></u>

The notes form part of these financial statements

Ashbourne Community Transport

Balance Sheet
31 December 2020

	Notes	Unrestricted funds £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
FIXED ASSETS					
Tangible assets	11	-	-	-	16,565
CURRENT ASSETS					
Debtors	12	167,832	-	167,832	163,665
Investments	13	100	-	100	100
Cash at bank		302,814	-	302,814	167,069
		<u>470,746</u>	<u>-</u>	<u>470,746</u>	<u>330,834</u>
CREDITORS					
Amounts falling due within one year	14	(77,459)	-	(77,459)	(97,420)
NET CURRENT ASSETS		<u>393,287</u>	<u>-</u>	<u>393,287</u>	<u>233,414</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>393,287</u>	<u>-</u>	<u>393,287</u>	<u>249,979</u>
NET ASSETS		<u>393,287</u>	<u>-</u>	<u>393,287</u>	<u>249,979</u>
FUNDS	15				
Unrestricted funds				<u>393,287</u>	<u>249,979</u>
TOTAL FUNDS				<u>393,287</u>	<u>249,979</u>

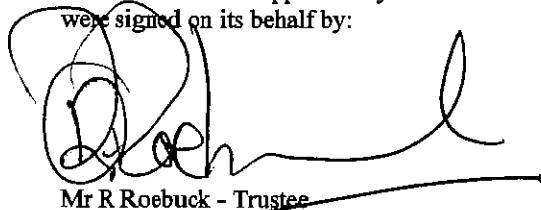
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The accounts were approved by the Trustees on the Board of Trustees and authorised for issue on 12 August 2021 and were signed on its behalf by:



Mr R Roebuck - Trustee

The notes form part of these financial statements

Ashbourne Community Transport

Cash Flow Statement
for the year ended 31 December 2020

	Notes	31.12.20 £	31.12.19 £
Cash flows from operating activities			
Cash generated from operations	1	135,611	(76,043)
Net cash provided by/(used in) operating activities		135,611	(76,043)
Cash flows from investing activities			
Sale of tangible fixed assets		-	625
Interest received		134	641
Net cash provided by investing activities		134	1,266
Change in cash and cash equivalents in the reporting period		135,745	(74,777)
Cash and cash equivalents at the beginning of the reporting period		167,069	241,846
Cash and cash equivalents at the end of the reporting period		302,814	167,069

The notes form part of these financial statements

Ashbourne Community Transport

Notes to the Cash Flow Statement
for the year ended 31 December 2020

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.12.20 £	31.12.19 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	143,308	(74,976)
Adjustments for:		
Depreciation charges	16,566	17,271
Profit on disposal of fixed assets	-	(625)
Interest received	(134)	(641)
Increase in debtors	(4,167)	(12,400)
Decrease in creditors	(19,962)	(4,672)
Net cash provided by/(used in) operations	<u>135,611</u>	<u>(76,043)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.20 £	Cash flow £	At 31.12.20 £
Net cash			
Cash at bank	<u>167,069</u>	<u>135,745</u>	<u>302,814</u>
	<u>167,069</u>	<u>135,745</u>	<u>302,814</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	<u>100</u>	<u>-</u>	<u>100</u>
	<u>100</u>	<u>-</u>	<u>100</u>
Total	<u>167,169</u>	<u>135,745</u>	<u>302,914</u>

The notes form part of these financial statements

Ashbourne Community Transport

Notes to the Financial Statements
for the year ended 31 December 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses,

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Motor vehicles	Straight line over 7 years
----------------	----------------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Tangible fixed assets costing more than £5,000 are capitalised and included at cost including any incidental expenses of acquisition.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Ashbourne Community Transport

Notes to the Financial Statements - continued
for the year ended 31 December 2020

2. DONATIONS AND LEGACIES

Donations and legacies

	31.12.20	31.12.19
	£	£
Donations and gifts (including £72,861 from fellow group undertakings)	75,838	44,401

3. OTHER TRADING ACTIVITIES

	31.12.20	31.12.19
	£	£
Sponsorships	-	2,000

4. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Interest receivable	134	641

5. INCOME FROM CHARITABLE ACTIVITIES

	31.12.20	31.12.19
	£	£
Contracts	403,764	178,928
Fares and contracts	32,793	80,309
Other income	150,311	174,970
Grants	66,711	5,025
	653,579	439,232

6. CHARITABLE ACTIVITIES COSTS

	31.12.20	31.12.19
	£	£
Staff costs	424,435	368,076
Depreciation and impairment	16,566	17,271
Office equipment and consumables	13,389	16,609
Staff training	4,329	4,445
Other staff costs	3,198	5,175
Professional fees	14,204	11,553
Premises costs	25,795	29,166
Hire of plant and machinery	48,552	39,092
Fuel and oil	16,096	33,188
Fuel duty rebate	(8,852)	(9,930)
Other costs	(2,464)	5,911
Vehicle repairs and maintenance	17,973	25,655
Road tax and insurance	9,531	13,066
Insurance	3,492	2,416
Bank charges	-	183
	586,244	561,876

Ashbourne Community Transport

Notes to the Financial Statements - continued
for the year ended 31 December 2020

7. SUPPORT COSTS

	Management
	£
Charitable activities	586,243
	<u> </u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20	31.12.19
	£	£
Depreciation - owned assets	16,566	17,271
Surplus on disposal of fixed assets	-	(625)
	<u> </u>	<u> </u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

10. STAFF COSTS

	31.12.20	31.12.19
	£	£
Wages and salaries	424,435	368,076
	<u> </u>	<u> </u>
	424,435	368,076
	<u> </u>	<u> </u>

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

	31.12.20	31.12.19
Office and administration	6	4
Vehicle operatives	33	27
	<u> </u>	<u> </u>
	39	31
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

Ashbourne Community Transport

Notes to the Financial Statements - continued
for the year ended 31 December 2020

11. TANGIBLE FIXED ASSETS

	Motor vehicles £
COST	
At 1 January 2020 and 31 December 2020	172,797
DEPRECIATION	
At 1 January 2020	156,231
Charge for year	16,566
At 31 December 2020	172,797
NET BOOK VALUE	
At 31 December 2020	-
At 31 December 2019	16,566

12. DEBTORS

	31.12.20 £	31.12.19 £
Amounts falling due within one year:		
Trade debtors	53,795	48,936
Amounts owed by group undertakings	72,861	34,983
Other debtors	4,070	24,603
VAT	13,939	16,382
Prepayments	8,167	8,761
	<u>152,832</u>	<u>133,665</u>
Amounts falling due after more than one year:		
Amounts owed by group undertakings	<u>15,000</u>	<u>30,000</u>
Aggregate amounts	<u>167,832</u>	<u>163,665</u>

13. CURRENT ASSET INVESTMENTS

	31.12.20 £	31.12.19 £
Shares in group undertakings	<u>100</u>	<u>100</u>

The Ashbourne Little Bus Company Limited - company number 09364642

Nature of business: Operations of contracts, excursions and revenue earning bus services in the local area, where Department for Transport commercial bus operators license is required.

Class of shares held - Ordinary

Percentage of total issued shared capital - 100%

The company's accounts for the year ended 31st December 2020 reports

	£
Income	376,185
Expenditure (includes £72,861 gift aided to the parent company)	376,185

Ashbourne Community Transport

Notes to the Financial Statements - continued
for the year ended 31 December 2020

13. CURRENT ASSET INVESTMENTS - continued

The aggregate amount of its assets,
liabilities and funds 100

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	12,592	22,470
Amounts owed to group undertakings	8,722	22,093
Social security and other taxes	4,942	4,996
Other creditors	33,310	29,261
Accrued expenses	17,893	18,600
	<u>77,459</u>	<u>97,420</u>

15. MOVEMENT IN FUNDS

	At 1.1.20	Net	Transfers	At
	£	movement	between	31.12.20
		in funds	funds	£
Unrestricted funds				
General fund	12,740	143,308	47,239	203,287
Fixed Asset Fund	33,836	-	(33,836)	-
Office Rent fund	27,030	-	(27,030)	-
Vehicle Hire Balance	176,373	-	(176,373)	-
Vehicle Contract Liability Fund	-	-	20,000	20,000
Redundancy Liability Fund	-	-	35,000	35,000
Premises Liability Fund	-	-	35,000	35,000
Town Regeneration Bus Service Fund	-	-	25,000	25,000
Smaller Buses Fund	-	-	25,000	25,000
Unexpected Events Fund	-	-	50,000	50,000
	<u>249,979</u>	<u>143,308</u>	<u>-</u>	<u>393,287</u>
TOTAL FUNDS	<u>249,979</u>	<u>143,308</u>	<u>-</u>	<u>393,287</u>

Net movement in funds, included in the above are as follows:

	Incoming	Resources	Movement
	resources	expended	in funds
	£	£	£
Unrestricted funds			
General fund	729,551	(586,243)	143,308
TOTAL FUNDS	<u>729,551</u>	<u>(586,243)</u>	<u>143,308</u>

Ashbourne Community Transport

Notes to the Financial Statements - continued
for the year ended 31 December 2020

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	77,716	(74,976)	10,000	12,740
Fixed Asset Fund	33,836	-	-	33,836
Office Rent fund	27,030	-	-	27,030
Vehicle Hire Balance	176,373	-	-	176,373
	314,955	(74,976)	10,000	249,979
Restricted funds				
The Big Lottery fund	10,000	-	(10,000)	-
TOTAL FUNDS	<u>324,955</u>	<u>(74,976)</u>	<u>-</u>	<u>249,979</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	486,900	(561,876)	(74,976)
TOTAL FUNDS	<u>486,900</u>	<u>(561,876)</u>	<u>(74,976)</u>

Ashbourne Community Transport

Notes to the Financial Statements - continued
for the year ended 31 December 2020

15. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	77,716	68,332	57,239	203,287
Fixed Asset Fund	33,836	-	(33,836)	-
Office Rent fund	27,030	-	(27,030)	-
Vehicle Hire Balance	176,373	-	(176,373)	-
Vehicle Contract Liability Fund	-	-	20,000	20,000
Redundancy Liability Fund	-	-	35,000	35,000
Premises Liability Fund	-	-	35,000	35,000
Town Regeneration Bus Service Fund	-	-	25,000	25,000
Smaller Buses Fund	-	-	25,000	25,000
Unexpected Events Fund	-	-	50,000	50,000
	<u>314,955</u>	<u>68,332</u>	<u>10,000</u>	<u>393,287</u>
Restricted funds				
The Big Lottery fund	10,000	-	(10,000)	-
	<u>10,000</u>	<u>-</u>	<u>(10,000)</u>	<u>-</u>
TOTAL FUNDS	<u>324,955</u>	<u>68,332</u>	<u>-</u>	<u>393,287</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,216,451	(1,148,119)	68,332
	<u>1,216,451</u>	<u>(1,148,119)</u>	<u>68,332</u>
TOTAL FUNDS	<u>1,216,451</u>	<u>(1,148,119)</u>	<u>68,332</u>

16. RELATED PARTY DISCLOSURES

The Ashbourne Little Bus Company Limited is a wholly subsidiary of Ashbourne Community Transport

Included in debtors falling due within one year is £64,139 owed from The Ashbourne Little Bus Company Limited.

Included in debtors falling due after one year is £15,000 owed from The Ashbourne Little Bus Company Limited. The sum of £30,000 was advanced in 2019 as an interest-free loan. There are no definite dates set for repayment; the arrangement is regularly reviewed by the Trustees.

Ashbourne Community Transport

Detailed Statement of Financial Activities
for the year ended 31 December 2020

	31.12.20 £	31.12.19 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	2	1
Donations	75,836	44,401
	<hr/> 75,838	<hr/> 44,402
Other trading activities		
Sponsorships	-	2,000
Investment income		
Interest receivable	134	641
Charitable activities		
Contracts	403,764	178,928
Fares and contracts	32,793	80,309
Other income	150,311	174,970
Grants	66,711	5,025
	<hr/> 653,579	<hr/> 439,232
Other income		
Gain on sale of tangible fixed assets	-	625
	<hr/>	<hr/>
Total incoming resources	729,551	486,900
EXPENDITURE		
Support costs		
Management		
Wages	424,435	368,076
Premises costs	39,184	45,774
Insurance	3,492	2,416
Fuel duty rebate	(8,852)	(9,930)
Other staff costs	3,198	5,175
Staff training	4,329	4,445
Professional fees	14,204	11,553
Other costs	(2,464)	5,911
Vehicle hire, fuel and oil	64,647	72,281
Vehicle repair, tax, insurance	27,504	38,721
Depreciation of tangible and heritage assets	16,566	17,271
	<hr/> 586,243	<hr/> 561,693
Finance		
Bank charges	-	183
	<hr/>	<hr/>
Total resources expended	586,243	561,876
	<hr/>	<hr/>
Net income/(expenditure)	143,308	(74,976)
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements