

Accessible Transport West Somerset
(A Charitable Company Limited by Guarantee)

Annual Report and Unaudited Financial Statements

For the Year Ended 31 March 2021

Charity Registered in England and Wales Number: 1111116

Company registration number: 05398337

Accessible Transport West Somerset

Contents

For the Year Ended 31 March 2021

	<u>Page</u>
Reference and Administrative Details	1
Trustees' Report	2 – 5
Independent Examiner's Report to the Trustees	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to Financial Statements	9 – 20

Accessible Transport West Somerset

Reference and Administrative Details

For the Year Ended 31 March 2021

Charity Name	Accessible Transport West Somerset
Other Names	ATWEST
Trustees	Mr M Ali Mr D Bates Mr R Bryant Mr M Dewdney Mrs A M Foxhuntley Mrs C Magill Major R C McDonald (Chair) Ms J Parbrook
Company Secretary & General Manager	Mr B Worrall
Company Registration Number	05398337
Charity Number	1111116
Principal Address and Registered Office	Acorn Park Brunel Way Minehead Somerset TA24 5BY
Independent Examiner	Michelle Ferris BSc (Hons) FCA DChA Albert Goodman LLP Goodwood House Blackbrook Park Avenue Taunton Somerset TA1 2PX

Accessible Transport West Somerset

Trustees' Report

For the Year Ended 31 March 2021

The Trustees' present their report and accounts for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements, comply with the Charity's governing document, applicable law and the requirement of the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP FRS 102) (implemented 1 January 2019).

Trustees

The Trustees serving during the period and since the period end are as follows:

- Mr M Ali
- Mr D Bates
- Mr R Bryant
- Mr M Dewdney (appointed 4th November 2019)
- Mrs A M Foxhuntley
- Mrs C Magill
- Major R C McDonald
- Ms J Parbrook (appointed 4th November 2019)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Nature of governing document

Accessible Transport West Somerset ("Atwest") is a company limited by guarantee which was incorporated on 18 March 2005. The company was incorporated as a company limited by guarantee and has no share capital. The guarantee to the company is £1 per member on winding up of the company. Its governing document is the memorandum and articles of association dated 18 March 2005. It is registered as a charity with the Charity Commission.

Recruitment and appointment of trustees

Anyone may become a member subject to approval by the Trustees who are also directors for the purpose of company law.

OBJECTIVES AND ACTIVITIES

The objective of the company is for the relief of those in need by reason of youth, age, ill health, disability, financial hardship, rural isolation or other disadvantage, in particular, but not exclusively, by providing transport for all community groups and individuals whose needs are not met by conventional transport.

Public benefit

The company provides community transport. The requirement for community transport has been highlighted by central government, which has provided funding to local authorities to identify areas of need within local communities and provide funding as appropriate. This means that the residents of West Somerset and the surrounding area who are unable to use more conventional methods of transport and meet the criteria of the company's objectives benefit substantially by enabling them to access transportation in a manner and at a cost which would otherwise be unavailable to them.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Accessible Transport West Somerset

Trustees' Report

For the Year Ended 31 March 2021

ACHIEVEMENTS AND PERFORMANCE

The main activities undertaken include, provision of community transport, providing transport for schoolchildren, operation of scheduled bus services around West Somerset and provision for a dial a ride service (Slinky) under contract with the Local Authority.

The charity aims to provide access to transport services in West Somerset to improve the health and well being of the residents of the area where needed. There is a lack of affordable transport in the area and by a program of communication and awareness we hope to improve the lives of residents we aim to serve. It is hoped by adopting a vigorous policy our legal aims can be achieved.

We carry out regular reviews with our customers and receive their feedback which enables us to assess our success and make improvements where necessary.

Our activities are aimed at providing transport to areas where there is no provision available to people. The services we provide contribute to the stated aims and objectives.

We are constantly reviewing our charitable activities with the aim of how they can be improved for the benefit of our customers. Due to the issues of lockdowns etc caused by the coronavirus pandemic it has been difficult to achieve our objectives particularly in the area of Community Transport. However, since the year end we have restarted some of our Community Work to retain our stated aims.

CHAIRMANS REPORT

This has been a difficult period on which to report. We have managed to keep the majority of our staff and drivers at work. Some spent a period of time on furlough, but they are back fully employed. We were able to support the school runs for the children of key workers, whilst fully protected when required. We were not able to maintain the community transport at the time of the pandemic, but I am pleased to say that we are able to bring it back into service and we hope you will continue to support it. We have managed to retain all of our funding to run the company. Also, during the pandemic, when we were able to, we took the opportunity to renovate the building and the vehicle yard to improve the working conditions and service. We have also made an addition to our vehicle fleet, improving the service to our customers.

Finally, I have to thank all of the office staff and drivers for the work that they managed to perform in what can only be described as very difficult conditions and circumstances. Some of the staff worked from home, but there was always a presence in the office that kept the vehicles on the road.

We wish all of our customers continued good health and look forward to transporting you in the coming year.

Robert McDonald
Chairman

FINANCIAL REVIEW

The total income of the charity for the year was £494,368 (2020: £389,009). The charity's principal funding sources are transport service contracts with the Local Authority, as well as grants and donations. In addition, the charity has also received extraordinary income during the year of £118,999, which is the refund and associated interest on fraudulent transactions which occurred in 2018.

The charity's total expenditure was £354,556 (2020: £354,284); all expenditure is in line with the key objectives of the charity.

This leaves a surplus of £258,811 to be added to reserves (2020: £34,725), leaving reserves at the end of the year of £494,434 (2020: £235,623), of which £36,000 is restricted (2020: £nil).

Accessible Transport West Somerset

Trustees' Report

For the Year Ended 31 March 2021

Repayment of fraudulent transactions

The Financial Ombudsman Service investigation into the recovery of funds from our bank resulted in the funds being returned to us with a considerable amount of interest. This together with the financial grants and support from the government and Somerset County Council has improved our financial position considerably. This allows us to undertake various projects, such as the consideration land purchase to ensure the continuity of our business.

With regards to the fraudulent transactions on our TSB account some years ago and our subsequent complaint to the Financial Ombudsman Service a thorough investigation was carried out by them and they concluded that a serious number of failures arose at the time of the fraud and in the manner in which our complaint was dealt with subsequently. The ombudsman dealing with the matter ordered TSB to refund all funds in full. Following an appeal by TSB which was rejected and a further delay on paying the funds, and more involvement with the ombudsman our money was finally repaid.

Policy on reserves

It is the objective to maintain free reserves of five to six month's gross expenditure (estimated £142,000) in order that unexpected revenue requirements, renewals and minor improvements may be met. Free reserves at the year end amounted to £357,733, of which £235,000 has been designated.

The designated funds held of £235,000 are for the provision of the following:

- Funding Reserves (in event of redundancy payments or unexpected wage costs)
- Get Going again with Atwest (to help with recommencing Community Transport following the Coronavirus pandemic)
- Land Purchase Fund (for the proposed purchase of the Acorn Park site)
- Vehicle Replacement Fund (towards the cost of new vehicles particularly electric powered)
- Building Maintenance Fund (to maintain the external and internal fabric of the building).

Investment policy and objectives

The trustees have the power to invest any monies not required for the immediate provision of a charitable activity, in any investment authorised by law for the investment of Trust Funds.

PLANS FOR FUTURE PERIODS

Following the Coronavirus Pandemic we are hopeful of recommencing Community Transport including Shopper Services and Day Trips. We are also investigating purchase of the land we currently occupy from Somerset West and Taunton Council. It is also our plan to purchase a further motor vehicle and are looking at Electric Vehicles and funding available. We are aware of the age situation regarding some of our staff and plan on recruiting further employees.

Accessible Transport West Somerset

Trustees' Report

For the Year Ended 31 March 2021

Statement of Trustees' Responsibilities

The trustees (who are also directors of Accessible Transport West Somerset for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

By order of the Trustees.

Major R C McDonald
Chairman

Date: 24 November 2021

Independent examiners report to the Trustees of Accessible Transport West Somerset

I report to the trustees on my examination of the accounts of Accessible Transport West Somerset ("the Company") for the year ended 31 March 2021.

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

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not comply with these 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.

Michelle Ferris BSc (Hons) FCA DChAGoodwood

House

for and on behalf of
Albert Goodman LLP
Chartered Accountants
TA1

Blackbrook Park Avenue
Taunton
Somerset
2PX

Date: 26 November 2021

Accessible Transport West Somerset

Statement of Financial Activities (including the Income and Expenditure Account)

For the Year Ended 31 March 2021

		Unres- tricted	Res- tricted	Total 2021	Unres- tricted	Res- tricted	Total 2020
	Note	£	£	£	£	£	£
Income:							
Donations and legacies	3	48,239	76,836	125,075	3,839	11,549	15,388
Charitable activities	4	368,726	-	368,726	373,164	-	373,164
Investments		8	-	8	7	-	7
Other	5	558	-	558	450	-	450
Total income		417,532	76,836	494,368	377,460	11,549	389,009
Expenditure on:							
Charitable activities	6	328,720	25,836	354,556	354,284	-	354,284
Total expenditure		328,720	25,836	354,556	354,284	-	354,284
Net income/(expenditure) before other recognised gains/(losses)		88,812	51,000	139,812	23,176	11,549	34,725
Transfers between funds	13	15,000	(15,000)	-	11,549	(11,549)	-
Net (expenditure)/income before extraordinary items		103,812	36,000	139,812	34,725	-	34,725
Extraordinary items	7	118,999	-	118,999	-	-	-
Net movement in funds		222,811	36,000	258,811	34,725	-	34,725
Reconciliation of funds							
Total funds brought forward	13	235,623	-	235,623	200,898	-	200,898
Total funds carried forward		458,434	36,000	494,434	235,623	-	235,623

The statement of financial activities has been prepared on the basis that all operations are continuing operations. There were no gains or losses arising in the period that are not shown above.

The statement of financial activities incorporates the income and expenditure account.

Accessible Transport West Somerset- Company Registration Number: 05398337**Balance Sheet**

As at 31 March 2021

			2021	2020
			£	£
	Note			
Fixed assets				
Tangible fixed assets	10		100,701	129,943
Current assets				
Debtors	11	80,161	53,120	
Cash at bank and in hand		339,992	76,865	
		<u>420,153</u>	<u>129,985</u>	
Liabilities				
Creditors falling due within one year	12	(26,420)	(24,305)	
		<u></u>	<u></u>	
Net current assets			393,733	105,680
Total net assets			<u>494,434</u>	<u>235,623</u>
The funds of the charity:				
Restricted funds	13		36,000	-
Unrestricted funds				
General	13	223,434	210,623	
Designated		235,000	25,000	
		<u></u>	<u></u>	
Total unrestricted funds			458,434	235,623
Total charity funds			<u>494,434</u>	<u>235,623</u>

These accounts have been prepared and delivered in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

For the year in question, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

Approved by the Board for issue on 24 November 2021 and signed on their behalf by:

Mr D Bates
Trustee

Major R C McDonald
Chairman

1 Accounting policies

The principle accounting policies adopted in the preparation of the financial statements are:

1.1 General information and basis of accounting

Accessible Transport West Somerset is a company limited by guarantee, incorporated in the United Kingdom under the Companies Act. The maximum liability of each member is £1. The address of the registered office is given on page 1. The nature of the charity's operations and its principal activities are set out in the Trustees report on pages 2-5.

The financial statements have been prepared in £ sterling on the historical cost basis and 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 (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2 Income

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

Donations and legacies are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants, including government grants, are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Charitable activities income is recognised when the service has been delivered.

1.3 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 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.

Accessible Transport West Somerset

Notes to the Financial Statements

For the Year Ended 31 March 2021

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life as follows:

Leasehold Land & Buildings	14yr straight line (over life of lease)
Furniture and equipment	25% reducing balance
Motor vehicles	25% reducing balance
Office Equipment	25% reducing balance

Individual fixed assets costing £200 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

1.5 Debtors

Trade debtors and accrued income are recognised at the settlement amount due after any trade discount offered and any impairment necessary. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.6 Cash at bank and in hand

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

1.7 Creditors

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

1.8 Pension contributions

The charity operates a defined contribution pension scheme. The scheme and its assets are held by independent managers. Contributions are recognised in the Statement of Financial Activities in the period in which they become payable in accordance with the rules of the scheme.

1.9 Fund accounting

Funds held by the charitable company are one of the following types:-

- Unrestricted general funds – these funds can be used in accordance with the charitable objects at the discretion of the Trustees.
- Designated funds – these funds are set aside out of unrestricted general funds for specific future purposes at the discretion of the trustees.
- Restricted funds – these funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when funds raised are for a specific purpose.

Further explanations of the nature and purpose of each fund are included in the notes to the financial statements.

1.10 Taxation

As a registered charity, the company is exempt from corporation tax and capital gains tax to the extent that income and gains are applied to charitable purposes, but not Value Added Tax.

Accessible Transport West Somerset

Notes to the Financial Statements

For the Year Ended 31 March 2021

1.11 Covid-19

The Trustees have considered the implication of the Covid-19 pandemic on the operations of the charity. Funding has continued to be received for the majority of the charity's services, whether delivered or not, which has provided a high degree of confidence regarding the charity's ability to continue. Taking into account all reasonable circumstances, the Trustees believe that the charity remains a going concern and no adjustments to the accounts are necessary.

1.12 Financial instruments

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and liabilities of the charity and their measurements are as follows:

Financial assets – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost, as detailed in note 16. Prepayments are not financial instruments.

Cash at bank – is a basic financial instrument and is measured at face value.

Financial liabilities – trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 16. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial liability.

2 Net (expenditure)/income before transfers

	2021	2020
	£	£
Net expenditure for the period is stated after charging		
Pension costs	2,931	2,318
Depreciation	29,967	32,068
Loss on disposal of fixed assets	-	320
Accountants' fees		
Independent examination fees	785	785
Other services	1,065	1,545
	<hr/>	<hr/>

Accessible Transport West Somerset

Notes to the Financial Statements

For the Year Ended 31 March 2021

3 Income from donations and legacies

	Unres- tricted £	Res- tricted £	2021 Total £	Unres- tricted £	Res- tricted £	2020 Total £
Donations and legacies						
Donations	1,235	-	1,235	2,087	-	2,087
Co-operative Community Fund	-	-	-	-	4,049	4,049
Somerset Community Foundation	-	38,880	38,880	-	-	-
Florence Cohen Charitable Trust	1,500	-	1,500	-	-	-
West Somerset Lottery	104	-	104	142	-	142
Garfield Weston	-	-	-	-	7,500	7,500
Norman Family Trust	500	-	500	1,000	-	1,000
Sir Jules Thron Charity Trust	1,000	-	1,000	-	-	-
Improving Lives	-	-	-	500	-	500
Watchet Town Council*	-	-	-	60	-	60
The National Lottery Community Fund*	-	37,956	37,956	-	-	-
Parish Councils*	321	-	321	50	-	50
Exceptional government funding						
Coronavirus Job Retention Scheme Grant*	27,079	-	27,079	-	-	-
Other Government Grants*	16,500	-	16,500	-	-	-
	<u>48,239</u>	<u>76,836</u>	<u>125,075</u>	<u>3,839</u>	<u>11,549</u>	<u>15,388</u>

*denotes government funding

The charity has been eligible to claim additional funding in year from government support schemes in response to the coronavirus outbreak. The funding received is shown above under "exceptional government funding". The charity furloughed some of its staff under the governments CJRS. The funding received of £27,079 relates to staff costs which are included within note 9 as appropriate. Staff entered into the furlough scheme were those directly involved with non-government funded income streams.

4 Income from charitable activities

	Unres- tricted £	Res- tricted £	2021 Total £	Unres- tricted £	Res- tricted £	2020 Total £
Income from charitable activities						
Car Scheme Administration	-	-	-	3,900	-	3,900
Transport Income	136,398	-	136,398	130,547	-	130,547
Financial claim	-	-	-	75	-	75
School Bus Driver Contract	85,779	-	85,779	88,021	-	88,021
Travel club trips	-	-	-	2,991	-	2,991
Slinky Contract	96,594	-	96,594	90,584	-	90,584
Exmoor School Routes	47,118	-	47,118	46,694	-	46,694
Shopper Bus	-	-	-	7,962	-	7,962
Bus Service Operators Grant	2,837	-	2,837	2,390	-	2,390
	<u>368,726</u>	<u>-</u>	<u>368,726</u>	<u>373,164</u>	<u>-</u>	<u>373,164</u>

5 Other income

	Unres- tricted £	Res- tricted £	2021 Total £	Unres- tricted £	Res- tricted £	2020 Total £
Other income						
Hire	16	-	16	30	-	30
Registration Fee	-	-	-	345	-	345
Other miscellaneous income	543	-	543	75	-	75
	<u>558</u>	<u>-</u>	<u>558</u>	<u>450</u>	<u>-</u>	<u>450</u>

Accessible Transport West Somerset

Notes to the Financial Statements

For the Year Ended 31 March 2021

6 Expenditure on charitable activities

	Unres- tricted £	Res- tricted £	2021 Total £	Unres- tricted £	Res- tricted £	2020 Total £
Direct costs						
Driver wages	134,713	-	134,713	127,001	-	127,001
Driver admin costs	720	-	720	1,427	-	1,427
Motor expenses	46,079	-	46,079	50,656	-	50,656
Sub contracted drivers	25,835	-	25,835	31,542	-	31,542
Loss on disposal of assets	-	-	-	320	-	320
Total direct costs	207,347	-	207,347	210,946	-	210,946
Support costs						
Administrative costs						
Wages	77,785	9,024	86,809	91,283	-	91,283
Travel and subsistence	80	-	80	1,027	-	1,027
Room hire	-	-	-	40	-	40
Subscriptions	8,227	-	8,227	7,156	-	7,156
Public liability and trustees insurance	1,659	-	1,659	1,584	-	1,584
Advertising	55	-	55	192	-	192
Office expenses	4,539	4,386	8,925	9,231	-	9,231
Sundry expenses	10,231	-	10,231	3,005	-	3,005
	102,575	13,410	115,985	113,518	-	113,518
Land, building and property costs						
Rent	4,179	1,553	5,732	5,200	-	5,200
Rates	632	-	632	1,059	-	1,059
Insurance	711	-	711	687	-	687
Establishment costs	4,009	10,873	14,882	13,457	-	13,457
Equipment hire & repairs	5,292	-	5,292	4,893	-	4,893
	14,823	12,426	27,249	25,296	-	25,296
Legal costs						
Legal & professional fees	-	-	-	201	-	201
Accountancy and bookkeeping	3,975	-	3,975	4,323	-	4,323
	3,975	-	3,975	4,524	-	4,524
Total support costs	121,373	25,836	147,209	143,338	-	143,338
Total costs	328,720	25,836	354,556	354,284	-	354,284

7 Extraordinary items

	Unres- tricted £	Res- tricted £	2021 Total £	Unres- tricted £	Res- tricted £	2020 Total £
Refund from external fraud	96,500	-	96,500	-	-	-
Interest received on refund of external fraud	22,499	-	22,499	-	-	-
	<u>118,999</u>	<u>-</u>	<u>118,999</u>	<u>-</u>	<u>-</u>	<u>-</u>

For further detail, refer to Trustees Report page 4.

8 Trustee Expenses

No trustees have received any remuneration, reimbursed expenses or any other benefits from the charity during the year (2020: none).

Please see note 15 for related party transactions.

9 Employee costs

	2021 £	2020 £
Wages and salaries	211,702	208,326
Social security costs	6,889	7,640
Pension costs	2,931	2,318
	<u>221,522</u>	<u>218,284</u>

The average monthly head count was 20 staff (2020: 19 staff).

No employee received remuneration of more than £60,000 in the period (2020: none).

The charity operates a defined benefit pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £2,931 (2020: £2,318).

No contributions were payable to the scheme at the end of the year (2020: none).

Key management personnel

The key management personnel of the charity is considered to be the general manager. The total costs to the charity of employee benefits for the key management personnel were £33,387 (2020: £32,584).

Accessible Transport West Somerset

Notes to the Financial Statements
For the Year Ended 31 March 2021

10 Tangible fixed assets

	Leasehold Land and buildings £	Furniture and equipment £	Motor Vehicles £	Office equipment £	Total £
Cost					
At 1 April 2020	137,427	5,767	178,630	3,633	325,457
Additions	-	-	-	725	725
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2021	137,427	5,767	178,630	4,358	326,182
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation					
At 1 April 2020	87,164	5,277	101,870	1,203	195,514
Charge for the year	10,052	120	19,190	605	29,967
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2021	97,216	5,397	121,060	1,808	225,481
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net book value					
At 31 March 2021	40,211	370	57,570	2,550	100,701
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2020	50,263	490	76,760	2,430	129,943
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

11 Debtors

	2021 £	2020 £
Trade debtors	35,500	40,822
Prepayments	34,848	9,197
Other debtors	9,813	3,101
	<hr/>	<hr/>
	80,161	53,120
	<hr/>	<hr/>

12 Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	4,887	3,620
Other creditors	17,540	16,154
Director's loan account	-	-
Accruals	3,993	4,531
	<u>26,420</u>	<u>24,305</u>

13 Summary of movement in funds

	Opening Balance 1 Apr 2020 £	Income £	Expenditure £	Transfers £	Closing Balance 31 Mar 2021 £
Restricted funds					
Somerset Community Foundation	-	38,880	(2,880)	-	36,000
The National Lottery	-	37,956	(22,956)	(15,000)	-
Total restricted funds	<u>-</u>	<u>76,836</u>	<u>(25,836)</u>	<u>(15,000)</u>	<u>36,000</u>
Unrestricted funds					
General fund	210,623	536,531	(328,720)	(195,000)	223,434
Vehicle replacement fund	20,000	-	-	(20,000)	-
Designated funding reserve	5,000	-	-	230,000	235,000
Total unrestricted funds	<u>235,623</u>	<u>536,531</u>	<u>(328,720)</u>	<u>15,000</u>	<u>458,434</u>
Total funds	<u>235,623</u>	<u>613,367</u>	<u>(354,556)</u>	<u>-</u>	<u>494,434</u>

13 Summary of movement in funds – prior year

	Opening Balance 1 Apr 2019 £	Income £	Expenditure £	Transfers £	Closing Balance 31 Mar 2020 £
Restricted funds					
Co-operative fund	-	4,049	-	(4,049)	-
Garfield Weston	-	7,500	-	(7,500)	-
Total restricted funds	-	11,549	-	(11,549)	-
Unrestricted funds					
General fund	195,898	377,460	(354,284)	(8,451)	210,623
Vehicle replacement fund	-	-	-	20,000	20,000
Designated funding reserve	5,000	-	-	-	5,000
Total unrestricted funds	200,898	377,460	(354,284)	11,549	235,623
Total funds	200,898	389,009	(354,284)	-	235,623

The specific purposes for which the funds are to be applied are as follows:

General funds represent ‘free’ reserves after allowing for all designated funds.

Designated Funding Reserves comprise a provision for committed expenditure and future expenditure such as redundancy liability.

Vehicle replacement fund is a designated fund towards the cost of a vehicle ordered in 2020/21.

The Co-operative fund and the Garfield Weston fund have been received towards the purchase of capital items. Funds have been transferred in accordance with the SORP following the acquisition of capital items.

Somerset Community Foundation- The amount of £36,000 was received towards the costs of a new vehicle. The vehicle was ordered in August 2020 and there was a considerable delay in delivery to us, due to the coronavirus pandemic. We received the vehicle during August 2021.

National Lottery- This was a grant received from HM government in partnership with The National Lottery Community Fund to assist us to recommence Community Transport following the various lockdowns.

14 Analysis of assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total funds £
Tangible assets	100,701	-	-	100,701
Current assets	149,153	235,000	36,000	420,153
Current liabilities	(26,420)	-	-	(26,420)
	<u>223,434</u>	<u>235,000</u>	<u>36,000</u>	<u>494,434</u>

Prior year

	Unrestricted funds £	Designated funds £	Restricted funds £	2020 Total funds £
Tangible assets	129,943	-	-	129,943
Current assets	104,985	25,000	-	129,985
Current liabilities	(24,305)	-	-	(24,305)
	<u>210,623</u>	<u>25,000</u>	<u>-</u>	<u>235,623</u>

15 Related Party Transactions

During the year the company made the following related party transaction:

During the year Mrs J Bates, wife of a trustee, provided the charity with bookkeeping services for £2,125 (2020 - £1,980).

16 Financial instruments

	2021 £	2020 £
Financial assets that are debt instruments measured at amortised cost	378,914	119,145
	<u>378,914</u>	<u>119,145</u>
Financial liabilities measured at amortised cost	21,584	20,265
	<u>21,584</u>	<u>20,265</u>

There are no items of income, expense, gains or losses to report (2020 – none).

17 Company limited by guarantee

The company was incorporated as a company limited by guarantee and has no share capital. The guarantee to the company is £1 per member on winding up of the company. At 31 March 2021 the company had 8 members and the total amount guaranteed is therefore £8.

18 Capital commitment

Prior to the year end, the charity had committed to purchase a new vehicle for £55,871 (excl VAT), which has subsequently been delivered post year end.