

PRESTON COMMUNITY TRANSPORT LIMITED

England & Wales · Charity number 1114100

Details

Status Registered

Legal form Charitable company

Company number [05767006](#)

Registered 2006-05-09

Register [View on the Charity Commission register](#)

Contact

Address Preston Mobility Centre
28 Friargate
Preston
Lancashire
PR1 2AU

Phone 01772204667

Website www.prestonct.org.uk

Activities

Objects: TO PROVIDE COMMUNITY TRANSPORT SERVICES FOR SUCH OF THE INHABITANTS OF PRESTON AND OTHER AREAS OF LANCASHIRE WHO ARE IN NEED OF SUCH SERVICES 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

Activities: Community Transport services including Dial a Bus, Dial a Ride, Shopmobility, Group Transport and driver training in Preston and surrounding areas of Lancashire

Classification

- **How:** Provides Services
- **What:** Education/training, Disability, Economic/community Development/employment
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** PRESTON AND ITS ENVIRONS
- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£265,628	£309,130	-	-
2024-03-31	£234,890	£244,396	-	-
2023-03-31	£214,479	£212,483	-	-
2022-03-31	£207,767	£180,707	-	-
2021-03-31	£191,559	£171,311	-	-

Trustees

Name	Role	Appointed
John Taylor	Chair	2014-02-07
Bernard Macklin		2024-10-17
Clifford Aubrey Smith		2025-03-20
DAVID STANLEY BORROW		2017-07-13
Karen Jean Walton		2018-11-27
PETER THOMAS JOHN BELL		2011-09-27
Peter Stephen Whitehead		2023-08-20

PRESTON COMMUNITY TRANSPORT LIMITED

England & Wales - Charity number 1114100

Accounts

Company registration no: 05767006

Charity no: 1114100

Preston Community Transport Limited

**(A registered charity and
company limited by guarantee)**

Report and Financial Statements

**For The Year Ended
31 March 2025**

PRESTON COMMUNITY TRANSPORT LIMITED

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PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2025

The trustees of Preston Community Transport Limited, who are also the directors for the purposes of the Companies Act, present their annual report and the financial statement for the year ending 31 March 2025, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the Charity's trust deed, the Charities Act 2011 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 (effective October 2019)

Objects of the company

From the Memorandum of Association "*The object of the company is to provide community transport services for such of the inhabitants of Preston and other areas of Lancashire who are in need of such 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.*"

Structure, governance and management

As required by the Memorandum and Articles of Association, overall responsibility for the company's activities is vested in the directors serving as the company's board of trustees. Trustees have individual experience and expertise as service users as well as specialist professional skills. Trustee induction training is provided by the chair, general manager and company secretary. Trustees are encouraged to participate in training and events relevant to the company's activities. During the year the members acted as the directors and also the trustees of the company.

The board of trustees shall comprise not less than three persons. Trustees are elected individually at the AGM by individual members of the company or persons nominated by organisations which are members. Trustees hold office until the next AGM when they are eligible for re-election. The board of trustees may co-opt not more than two other persons, whether or not they are members of the company, to serve as full voting members of the board.

The main board of trustees meets quarterly and a sub-committee dealing with strategy and planning, finance, fundraising, personnel, and health and safety, meets in the meantime and reports to the main board.

The board employs staff and deploys volunteers to provide a range of services. Overall responsibility for policy implementation, service delivery and development and day to day operations is delegated to the general manager, sub-committee chair and operations staff based at the Mobility Centre. The Company's vehicles are garaged at the Store Room, Marsh Lane, Preston.

Summary of aims and achievements

Preston Community Transport is a small, community led, local charity providing affordable transport primarily for people with restricted mobility with the aim of alleviating social, economic, rural and cultural isolation and supporting the transport needs of other voluntary organisations.

Preston CT was established in August 1988 and has operated continuously since then, initially as an Industrial and Provident Society, then converting to a company limited by guarantee and a registered charity on 31 March 2006.

Preston CT's minibuses are currently operated under Section 19 of the Transport Act 1985 with services being provided to members of the Dial A Ride schemes or persons who fall within the statutory definitions.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2025 (CONTINUED)

Community Transport services are provided by Preston Community Transport using core funding from Lancashire County Council. This comes in the form of a competitively tendered county-wide contract between the County Council and Lancashire Community Transport, a consortium of five community transport groups which between them cover much of the council's area. This contract is due to be retendered in financial year 2025/26 – this constitutes a significant risk for the consortium members, which is mitigated by working closely with the Council.

The County Council funding is supplemented by income generated from fares and other contributions. We aim to continue to increase both the number of passengers accessing the service and the number of journeys they make as this will increase their contribution. We continue to provide a Shopmobility service in Preston City Centre even though this no longer benefits from direct funding from Preston City Council – we aim to continue to do so unless costs significantly outweigh income.

During the year we enhanced our Training function in respect of MiDAS (Minibus Driver Awareness Scheme) and PATS (Passenger Assistant Training Scheme) – these longstanding schemes are nationally recognised as having a significant impact on both the passenger experience and their safety. During the year a major upgrade of MiDAS was introduced, partly to focus on a person-centred approach and partly to bring the system into the digital age. The Community Transport Association, the custodian of these schemes, needed experienced training units to deliver the new system and we were delighted to be accepted as the MiDAS Centre for the North-West of England. This has brought in some immediate additional income but it has significant potential for the future.

Overview

This year has seen an increase in passenger numbers especially in our group and day trip service. In terms of passenger numbers we are faced with two conflicting issues. There is an understandable continuing reluctance of the more vulnerable individuals, who form a majority of our passengers, to resume their previous (i.e. pre-Covid) travel/social behaviours. However, on the positive side it is being increasingly recognised within 'official' circles that loneliness is a major issue and that access to transport for the most disadvantaged is a major factor in combatting that. As an organisation we are well-placed to ensure that individuals are able to resume a full life following the pandemic and to continue to provide the vital links from home to social activities/medical appointments/shopping, etc.

The NHS in its many forms has increasingly recognised the vital role of Community Transport in providing the links to improve individuals' well-being by giving wider access to social activities. 2024/25 has seen Preston Community Transport's active involvement in a couple of schemes funded by the NHS, as well as continuing our active support for the development of South Ribble Council's Social Isolation network.

At the moment, with continuing funding support from Lancashire County Council and project funds from the NHS, in the short-term our funding position seems relatively healthy, and the increase in passenger income as our services recover will improve this situation. However, we are concerned that the Government under-funding of both council and NHS activities remain a longer-term threat.

Resources

Staff/Volunteers – our team continues to be our major asset and yet again has risen to the many challenges which face them. Recruiting new volunteer minibus drivers continues to be an issue, as does the recruitment of Trustees.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2025 (CONTINUED)

Vehicles – we have started our vehicle replacement programme, by replacing 3 of our vehicles. A key issue is the long-term objective to move towards Electric Vehicles; however, following a comprehensive review of existing replacement electric minibuses at the moment both they and their supporting infrastructure are prohibitively expensive, so that in the short-term at least, we are constrained to continue replacement with hydrocarbon fuelled vehicles. However, future replacements will take into account both the changes in demand for our services and the need to provide flexible options.

Services – we provide a variety of transport services, their individual demand has varied over the last few years, with a general fall following a past reduction of the LCC contract payments, followed by the Covid disruption after 2020. However, numbers are recovering, with 24/25 figures overall 6.8% ahead of the previous year. Demand for our Community Cars service, which with an ageing population, provides a vital link between our passengers and doctors' surgeries has grown by over 30% in the year. In terms of fulfilling a wider community benefit, this also means a greater involvement of volunteer drivers.

Key management personnel and remuneration.

The charity applies salaries commensurate with duties which are consistent with local benchmarking. Salaries are reviewed annually by the Board of Trustees with the minimum in line with the Real Living Wage. The Charity considers its key personnel to be the General Manager and the Community Cars Co-ordinator

Post year-end events

Our vehicle replacement programme has continued with the acquisition of a larger replacement for our SUV which will continue to provide wheelchair transport for hire to families but also allow us more flexibility in supporting existing and emerging Dial a Ride services, without the licence restrictions of the larger minibuses.

We have taken over the Central Lancs Dial A Ride Scheme in Chorley and look to develop a strong working relationship with the local council with the hope of promoting the service.

Lancashire Community Transport has been re-awarded the contract from the County Council with a slight reduction in funding and some additional administrative requirements.

Acknowledgements

We continue to be grateful for valuable support from local councils, the NHS and the invaluable support of our volunteers, as well as our growing involvement with local communities.

Forward Plans

A thorough review of existing and projected services is a high priority, particularly in view of the potential expiry of the latest LCC contract in 2028.

Reserves Policy

We continue to maintain uncommitted reserves which continue to provide for :-

The maintenance of at least 3 month's operating costs to allow the restructuring of the business in the event of loss of funding.

Funding for replacement of vehicles – although the move to electric vehicles would at the moment need further financial support.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2025 (CONTINUED)

Risk Management

The board discharges its responsibility for risk management by identifying key risks and reviewing and approving operational and organisational policies including :-

- Corporate, business and financial risk
- Health and safety policy and practice
- Protection of vulnerable people
- Personnel policies
- Customer care policies
- Vehicle and driving management policies

These issues are amongst the topics reviewed by the Operational sub-committee.

Investment Policy

The Company does not directly invest in anything other than Bank Accounts and feel that this is appropriate for this organisation.

Public Benefit

Preston CT's aims are described on Page 1 at 'Objects of the Company'. Its operations aim to benefit the community by relieving social, economic, cultural and rural isolation for members of the public with restricted mobility or lack of transport facilities. As such our operations touch on the Charities Act description of charitable purposes – 'community development', 'human rights' and 'equality and diversity' and fits description J 'relief of those in need by reason of youth, age, ill-health, disability, financial hardship, or other disadvantage. Membership of our schemes is fully open to members of the public and Dial a Ride services are required to be provided to eligible members of the public under the Transport Act 1985. Any user charges are kept as low as possible and are reviewed regularly. Within our Objects, access to our services is unrestricted within our geographic area of operation, within the limits of our operational capacity or unless safety would be jeopardised. We aim to minimise environmental detriment through our supply chain and by always seeking to optimise vehicle occupancy.

Financial Performance

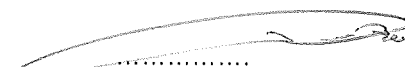
The out-turn of a small deficit is a reflection of the success in the delayed replacement of our older vehicles which has resulted in a higher depreciation charge, in part offset by a profit on disposal. This compares with the surpluses earned in recent years with a lower depreciation charge resulting from an ageing vehicle fleet. In terms of funds we have retained sufficient reserves to allow for vehicle replacement.

Small company provisions

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

This report was approved by the Board of Trustees and authorised for issue on 17/12/2025 and signed on its behalf by


.....
Mr C Smith (Trustee)


.....
Mr P T J Bell (Trustee)

PRESTON COMMUNITY TRANSPORT LIMITED
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2025 which are set out on pages 8 to 19.

Responsibilities and basis of report

As the charity 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').

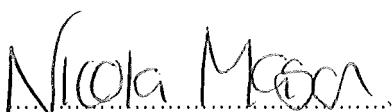
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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 that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.



Nicola Mason FCA DChA
MHA
Chartered Accountants
Preston

Date: 18 December 2025

PRESTON COMMUNITY TRANSPORT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
Income from:					
<i>Donations:</i>					
Other donations		3,122	-	3,122	1,673
Charitable activities	2	255,619	-	255,619	226,882
Investments		6,888	-	6,888	6,335
Total income		265,628	-	265,628	234,890
Expenditure on:					
Charitable activities	3	309,130	-	309,130	244,396
Total expenditure		309,130	-	309,130	244,396
Net income/(expenditure)	6	(43,500)	-	(43,500)	(9,506)
Transfers between funds		-	-	-	-
Net movement in funds		(43,500)	-	(43,500)	(9,506)
Reconciliation of funds:					
Total funds brought forward		467,197	-	467,197	476,703
Total funds carried forward		423,697	-	423,697	467,197

All the above results are derived from activities which are continuing.

All gains and losses in the period are included above.

PRESTON COMMUNITY TRANSPORT LIMITED

BALANCE SHEET

AS AT 31 MARCH 2025

	Note	£	2025 £	£	2024 £
Fixed assets					
Tangible assets	10		92,236		91,392
Current assets					
Debtors	11	17,526		20,505	
Cash at bank and in hand		<u>351,130</u>		<u>391,120</u>	
		368,657		411,625	
Creditors: amounts falling due within one year	12	<u>(37,196)</u>		<u>(35,820)</u>	
Net current assets			<u>331,461</u>		<u>375,805</u>
Net assets			<u>423,697</u>		<u>467,197</u>
Reserves	13				
Unrestricted general funds			72,015		115,515
Unrestricted designated funds			351,682		351,682
Restricted funds			<u>-</u>		<u>-</u>
			<u>423,697</u>		<u>467,197</u>

For the financial year ended 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with 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 company.

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

These financial statements were approved by the trustees on 17/12/2025 and were signed on their behalf by:


Mr C Smith (Trustee)


Mr P T J Bell (Trustee)

Company Number: 05767006

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Preston Community Transport Limited 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). The financial statements are presented in sterling which is the functional current of the company and rounded to the nearest £.

Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Company status

The charity is a company limited by guarantee. The trustees are drawn from the members of the company and volunteer members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the charity.

Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (continued)

Income

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.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Expenditure

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 included under expense categories that aggregate all costs for allocation to activities.

All costs of running the vehicles are charged to direct charitable expenditure.

Support costs are those resources expended in relation to the running of the charity and that are not directly attributable to the charitable activities that are undertaken.

Governance costs include those costs incurred in the governance of the charity's assets and are associated with constitutional and statutory requirements.

Any expenditure for a future period is prepaid in the accounts until that period. Resources expended do not include VAT that can be reclaimed.

Investments and investment income

The company has no direct investments other than cash at bank. Interest is earned on surplus cash balances.

Tangible fixed assets and depreciation

All fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Scooters and wheelchairs	-	over 7 years
Motor vehicles	-	33% reducing balance
Computer equipment	-	over 3 years
Other equipment	-	over 10 years

Debtors

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

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.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (continued)

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Operating leases

Rentals applicable to operating leases are charged to the SOFA on a straight line basis over the term of the lease.

Taxation

The company is a registered charity and is not liable to taxation on its charitable activities.

Pension contributions

The company's employees are entitled to join the NEST pension scheme. The accounts of the scheme are held separately from those of the charity. Contributions payable are charged in the Statement of Financial Activities.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	2025 Total £	2024 Total £
LCT contract income	121,254	-	121,254	110,892
Bus Service Operators Grant	3,108	-	3,108	5,478
Group transport income	32,300	-	32,299	32,161
Dial A Ride fares	20,718	-	20,718	20,638
Shopmobility hire charges	11,165	-	11,165	10,176
Lancashire Ranger	18,810	-	18,810	11,923
Driver training income	1,671	-	1,671	940
Miscellaneous income	-	-	-	3,836
Community Cars	(35)	-	(35)	5,000
Lottery donations	-	-	-	1,347
L&L income	-	-	-	24,491
DAT Training Income	46,629	-	46,629	-
	<u>255,619</u>	<u>-</u>	<u>255,619</u>	<u>226,882</u>

Specific Dial A Ride and Community Cars income from Lancashire County Council ended in March 2015. Preston CT joined with other CT operators to build an informal consortium (Lancashire Community Transport) and mount a joint bid for the new LCC contract. This LCT contract income therefore replaced the previous income streams.

The total income of £226,882 in the previous year comprised all unrestricted income.

3 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	2025 Total £	2024 Total £
Transport and related services				
Vehicle running expenses	52,061	-	52,061	37,965
W/C and S/C purchases and spares	-	-	-	611
Depreciation	39,539	-	39,539	27,025
Volunteer expenses	1,568	-	1,568	1,289
Staff expenses	-	-	-	-
Staff salaries and wages	93,751	-	93,751	88,411
Storage costs	-	-	-	-
Support costs (note 4)	119,747	-	119,747	86,459
Governance costs (note 5)	2,464	-	2,464	2,636
	<u>309,130</u>	<u>-</u>	<u>309,130</u>	<u>244,396</u>

The above expenditure relates to the one charitable activity: the provision of community transport services.

The total expenditure of £244,396 in the previous year was all unrestricted expenditure.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

4 Support costs

	Unrestricted funds £	Restricted funds £	2025 Total £	2024 Total £
Staff salaries and wages	46,296	-	46,296	42,552
Rates	1,181	-	1,181	1,067
Insurance	-	-	-	1,090
Light and heat	9,397	-	9,397	10,120
Other office costs	62,309	-	62,315	31,170
Depreciation	-	-	-	-
Bank charges	564	-	564	460
	<u>119,747</u>	<u>-</u>	<u>119,747</u>	<u>86,459</u>

Support costs include administration, management and strategic development time.

5 Governance costs

	2025 £	2024 £
Statutory accounts and independent examination	2,100	1,995
Other accountancy services	364	641
	<u>2,464</u>	<u>2,636</u>

6 Net income/(expenditure) for the year

	2025 £	2024 £
This is stated after charging:		
Depreciation of tangible fixed assets – owned by the charity	39,539	27,025
Independent examination fees	2,100	1,995
Other accountancy services	364	641
	<u>42,003</u>	<u>30,661</u>

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

7 Staff costs

	2025 £	2024 £
Wages and salaries	127,459	99,493
Social security	10,032	22,715
Pension costs	2,556	8,755
	<u>140,067</u>	<u>130,963</u>

No employees were paid at the rate of over £60,000 per annum in the current or previous year.

The key management personnel of the charity comprise the trustees, the General Manager, and the Operations Co-ordinator. The total employee benefits of the key management personnel of the charity, including National Insurance and pension contributions, were £65,135 (2024: £68,593).

The trustees and connected persons were not paid or received any other benefits from employment with the charity in the year (2024: £nil) neither were they reimbursed expenses during the year (2024: £nil). No charity trustee received payment for professional or other services supplied to the charity (2024: £nil).

8 Staff numbers

The average monthly head count was 7 staff (2024: 7 staff) and the average monthly number of full-time equivalent employees during the year was as follows:

	2025	2024
Management	1	1
Service delivery	6	6
	<u>7</u>	<u>7</u>

9 Related party transactions

The charity is controlled by the Board of Trustees.

One of the Trustees of Preston Community Transport is also a Trustee of INTACT. During the year sales invoices totalling £nil (2024: £nil) were raised to INTACT. Included within trade debtors at the year-end was £nil (2024: £nil) recoverable from INTACT.

There were no other transactions with related parties in the current or previous year.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

10 Tangible fixed assets

	Scooters & wheelchairs	Minibuses and vehicles	Computer Equipment	Other Equipment	Total
Cost	£	£	£	£	£
At 1 April 2024	23,904	322,700	5,370	20,849	372,822
Additions	-	34,745	5,638	-	40,383
Disposals	-	-	(1,800)	-	(1,800)
At 31 March 2025	23,904	357,445	9,208	20,849	411,405
Depreciation					
As at 1 April 2024	23,019	233,448	5,372	19,590	281,429
Charge for the year	855	37,135	1,096	457	39,543
On disposals	-	-	(1,800)	-	(1,800)
At 31 March 2025	23,873	270,584	4,668	20,047	319,172
Net book value					
At 31 March 2025	31	86,861	4,540	802	92,233
At 31 March 2024	885	89,252	-	1,259	91,394

11 Debtors

	2025	2024
	£	£
VAT recoverable	3,710	2,176
Trade debtors	2,080	4,621
Prepayments	11,736	10,953
Accrued income	-	2,755
	17,526	20,505

12 Creditors: Amounts falling due within one year

	2025	2024
	£	£
Trade creditors	11,592	11,213
Accruals and deferred income	24,354	23,357
Other creditors	1,250	1,250
	37,196	35,820

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

13 Movement in funds

	Balance 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance 31 March 2025 £
Unrestricted general Funds	115,515	265,628	(309,130)	-	72,015
Unrestricted designated funds:					
Vehicle and equipment fund	290,682	-	-	-	290,682
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	467,197	265,628	(309,136)	-	423,697
	Balance 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance 31 March 2024 £
Unrestricted general funds	62,663	234,890	(244,396)	62,358	115,515
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	(62,358)	290,682
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	479,703	234,890	(244,396)	-	467,197

Designated funds

- The vehicle and equipment fund allows for replacements, upgrades or modifications. The trustees have decided to transfer from this fund at the year end.
- The wind up reserve will allow for an orderly closure of the organisation in the event of a sudden, total loss of funding, contract income or other circumstances beyond the control of trustees.
- The transport fund will be available for groups and families having difficulties obtaining transport.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

14 Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total 2025	Total 2024
Unrestricted general funds	92,223	4,332	96,555	115,515
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	290,682	290,682	290,682
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	<u>92,223</u>	<u>356,014</u>	<u>448,237</u>	<u>467,197</u>
Prior year	Tangible fixed assets	Net current assets	Total 2024	Total 2023
Unrestricted general funds	91,392	24,123	115,515	62,663
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	290,682	290,682	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	<u>91,392</u>	<u>375,805</u>	<u>467,197</u>	<u>476,703</u>

15 Defined contribution pension plan

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,556 (2024: £8,755).

16 Operating leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
Not later than one year	-	480
Later than one and not later than five years	-	-
Later than five years	-	-
	<u>-</u>	<u>480</u>

PRESTON COMMUNITY TRANSPORT LIMITED

England & Wales - Charity number 1114100

Accounts

Company registration no: 05767006

Charity no: 1114100

Preston Community Transport Limited

**(A registered charity and
company limited by guarantee)**

Report and Financial Statements

**For The Year Ended
31 March 2024**

PRESTON COMMUNITY TRANSPORT LIMITED

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PRESTON COMMUNITY TRANSPORT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

Preston Community Transport Limited is a company limited by guarantee registered in England and Wales (number 5767006) and a registered charity (number 1114100) and is governed by its Memorandum and Articles of Association approved on 14 February 2006.

Directors and Trustees

The directors of the charitable company are also its trustees for the purpose of charity law, and throughout are collectively referred to as "the board of trustees". All the trustees stand down each year and are eligible for re-election at the Annual General Meeting (AGM). None of the trustees receive any reward for their services. The trustees during the year were:

Mr. PTJ Bell
Mr. J Taylor (Chair)
Cllr. D. Borrow
Cllr. Mrs. P Brown (resigned 1 April 2024)
Mr. N Collison (resigned 1 April 2024)
Mr. A Fairey
Cllr. Mrs. KJ Walton
Mr. PS Whitehead

Company Secretary

Mr. AG Fairey

General Manager

Mr. D Meggison

Registered Office

Preston Mobility Centre, 28 Friargate, Preston, PR1 2AU

Examiner

Nicola Mason FCA DChA, MHA, Richard House, Winckley Square, Preston, PR1 3HP

Bankers

CAF Bank

Solicitors

Napthens, 7 Winckley Square, Preston PR1 3JD

VAT Registration Number

483270638

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2024

The trustees of Preston Community Transport Limited, who are also the directors for the purposes of the Companies Act, present their annual report and the financial statement for the year ending 31 March 2024, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the Charity's trust deed, the Charities Act 2011 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 (effective October 2019)

Objects of the company

From the Memorandum of Association "The object of the company is to provide community transport services for such of the inhabitants of Preston and other areas of Lancashire who are in need of such 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."

Structure, governance and management

As required by the Memorandum and Articles of Association, overall responsibility for the company's activities is vested in the director's serving as the company's board of trustees. Trustees have individual experience and expertise as service users as well as specialist professional skills. Trustee induction training is provided by the chair, general manager and company secretary. Trustees are encouraged to participate in training and events relevant to the company's activities. During the year the members acted as the directors and also the trustees of the company.

The board of trustees shall comprise not less than three persons. Trustees are elected individually at the AGM by individual members of the company or persons nominated by organisations which are members. Trustees hold office until the next AGM when they are eligible for re-election. The board of trustees may co-opt not more than two other persons, whether or not they are members of the company, to serve as full voting members of the board.

The main board of trustees meets quarterly and a sub-committee dealing with strategy and planning, finance, fundraising, personnel, and health and safety, meets in the meantime and reports to the main board.

The board employ staff and deploys volunteers to provide a range of services. Overall responsibility for policy implementation, service delivery and development and day to day operations is delegated to the general manager, sub-committee chair and operations staff based at the Mobility Centre. The Company's vehicles are garaged at the Store Room, Marsh Lane, Preston.

Summary of aims and achievements

Preston Community Transport is a small, community led, local charity providing affordable transport primarily for people with restricted mobility with the aim of alleviating social, economic, rural and cultural isolation and supporting the transport needs of other voluntary organisations.

Preston CT was established in August 1988 and has operated continuously since then, initially as an Industrial and Provident Society, then converting to a company limited by guarantee and a registered charity on 31 March 2006.

Preston CT's minibuses are currently operated under Section 19 of the Transport Act 1985 with services being provided to members of the Dial A Ride schemes or persons who fall within the statutory definitions. Preston CT continues to hold a National Standard PSV Operators (or "O") licence, although not currently running any PSV services in order to have flexibility for future service provision.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2024 (CONTINUED)

Community Transport services are provided by Preston Community Transport one of five members of Lancashire Community Transport – with funding from Lancashire County Council. We continue to provide Shopmobility in Preston City Centre which no longer benefits from direct funding – we aim to continue to do so unless costs significantly outweigh income.

Preston CT largely relies on contract funding from Lancashire County Council to meet expenditure, supplemented by income generated from fares and other contributions. The pandemic interrupted a gradual shift towards the percentage earned from other sources but as demand recovers we will aim to continue to increase the number of passengers and therefore their contribution.

Overview

This year has seen a gradual recovery in passenger numbers after the continuing impact of the pandemic and its lockdowns. In terms of passenger numbers we are faced with two conflicting issues. There is an understandable continuing reluctance of the more vulnerable individuals, who form a majority of our passengers, to resume their previous travel/social behaviours. However, on the positive side it is being increasingly recognised within 'official' circles that loneliness is a major issue and that access to transport for the most disadvantaged is a major factor. As an organisation we are well-placed to ensure that individuals are able to resume a full life following the pandemic and to continue to provide the vital links from home to social activities/medical appointments/shopping etc..

The NHS in its many forms has increasingly recognised the vital role of Community Transport in providing the links to improve individual's well-being through providing wider access to social activities. 2023/24 has seen Preston Community Transport's active involvement in a couple of schemes funded by the NHS, as well as continuing our active support for the development of South Ribble Council's Social Isolation network.

At the moment, with continuing funding support from Lancashire County Council and project funds from the NHS, in the short-term our funding position seems relatively healthy, and the increase in passenger income as our services recover will improve this situation. However, we are concerned that the Government under-funding of both council and NHS activities remain a longer-term threat.

Resources

Staff/Volunteers – our team continues to be our major asset and yet again has risen to the many challenges which face them. Recruiting new volunteer minibuses continues to be an issue, as does the recruitment of Trustees.

Vehicles – we are beginning to embark on a vehicle replacement programme. A key issue is the long-term objective to move towards Electric Vehicles, however, following a comprehensive review of existing replacement electric minibuses at the moment both they and their supporting infrastructure are prohibitively expensive, so that in the short-term at least, we are constrained to continue replacement with hydrocarbon fuelled vehicles. However, future replacements will take into account both the changes in demand for our services and the need to provide flexible options.

Services – we provide a variety of transport services, their individual demand has varied over the last few years, with a general fall following the reduction of the LCC contract payments, followed by the Covid disruption after 2020. However, numbers are recovering, with 23/24 figures overall 6.8% ahead of the previous year. Demand for our Community Cars service, which with an ageing population, provides a vital link between our passengers and doctors' surgeries has grown by over 30% in the year. In terms of fulfilling a wider community benefit, this also means a greater involvement of volunteer drivers.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2024 (CONTINUED)

Key management personnel and remuneration.

The charity applies salaries commensurate with duties which are consistent with local benchmarking. Salaries are reviewed annually by the Board of Trustees with the minimum in line with the Real Living Wage. The Charity considers its key personnel to be the General Manager and the Community Cars Co-ordinator

Post year-end events

Our vehicle replacement programme has continued with the acquisition of a larger replacement for our SUV which will continue to provide wheelchair transport for hire to families but also allow us more flexibility in supporting existing and emerging Dial a Ride services, without the licence restrictions of the larger minibuses.

Acknowledgements

We continue to be grateful for valuable support from local councils, the NHS and the invaluable support of our volunteers, as well as our growing involvement with local communities.

Forward Plans

A thorough review of existing and projected services is a high priority., particularly in view of the expiry of the existing LCC contract in 2025.

Reserves Policy

We continue to maintain uncommitted reserves which continue to provide for :-

The maintenance of at least 3 month's operating costs to allow the restructuring of the business in the event of loss of funding.

Funding for replacement of vehicles – although the move to electric vehicles would at the moment need further financial support.

Risk Management

The board discharges its responsibility for risk management by identifying key risks and reviewing and approving operational and organisational policies including :-

- Corporate, business and financial risk
- Health and safety policy and practice
- Protection of vulnerable people
- Personnel policies
- Customer care policies
- Vehicle and driving management policies

These issues are amongst the topics reviewed by the Operational sub-committee.

Investment Policy

The Company does not directly invest in anything other than Bank Accounts and feel that this is appropriate for this organisation.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR YEAR ENDED 31 MARCH 2024 (CONTINUED)

Public Benefit

Preston CT's aims are described on Page 1 at 'Objects of the Company'. Its operations aim to benefit the community by relieving social, economic, cultural and rural isolation for members of the public with restricted mobility or lack of transport facilities. As such our operations touch on the Charities Act description of charitable purposes – 'community development', 'human rights' and 'equality and diversity' and fits description J 'relief of those in need by reason of youth, age, ill-health, disability, financial hardship, or other disadvantage. Membership of our schemes is fully open to members of the public and Dial a Ride services are required to be provided to eligible members of the public under the Transport Act. Any user charges are kept as low as possible and are reviewed regularly. Within our Objects, access to our services is unrestricted within our geographic area of operation, within the limits of our operational capacity or unless safety would be jeopardised. We aim to minimise environmental detriment through our supply chain and by always seeking to optimise vehicle occupancy.

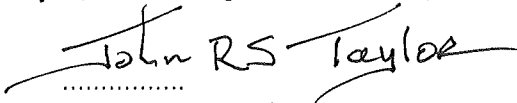
Financial Performance

The out-turn of a small deficit is a reflection of the success in the delayed replacement of our older vehicles which has resulted in a higher depreciation charge, in part offset by a profit on disposal. This compares with the surpluses earned in recent years with a lower depreciation charge resulting from an ageing vehicle fleet. In terms of funds we have retained sufficient reserves to allow for vehicle replacement.

Small company provisions

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

This report was approved by the Board of Trustees and authorised for issue on 18/12/24 and signed on its behalf by



.....
Mr J Taylor (Trustee)



.....
Mr P T J Bell (Trustee)

MR A G Fairley

PRESTON COMMUNITY TRANSPORT LIMITED
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024 which are set out on pages 8 to 19.

Responsibilities and basis of report

As the charity 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 company'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

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 that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.

Nicola Mason

.....
Nicola Mason FCA DChA
MHA
Chartered Accountants
Preston

Date: December 19, 2024
.....

PRESTON COMMUNITY TRANSPORT LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income from:					
<i>Donations:</i>					
Other donations		1,673	-	1,673	3,496
<i>Charitable activities</i>	2	226,882	-	226,882	208,841
<i>Investments</i>		6,335	-	6,335	2,142
Total income		234,890	-	234,890	214,479
Expenditure on:					
Charitable activities	3	244,396	-	244,396	212,483
Total expenditure		244,396	-	244,396	212,483
Net income/(expenditure)	6	(9,506)	-	(9,506)	1,996
Transfers between funds		-	-	-	-
Net movement in funds		(9,506)	-	(9,506)	1,996
Reconciliation of funds:					
Total funds brought forward		476,703	-	476,703	474,707
Total funds carried forward		467,197	-	467,197	476,703

All the above results are derived from activities which are continuing.

All gains and losses in the period are included above.

PRESTON COMMUNITY TRANSPORT LIMITED

BALANCE SHEET

AS AT 31 MARCH 2024

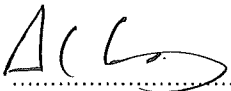
	Note	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	10		91,392		57,280
Current assets					
Debtors	11	20,505		34,326	
Cash at bank and in hand		<u>391,120</u>		<u>471,777</u>	
		411,625		506,103	
Creditors: amounts falling due within one year	12	<u>(35,820)</u>		<u>(86,680)</u>	
Net current assets			<u>375,805</u>		<u>419,423</u>
Net assets			<u>467,197</u>		<u>476,703</u>
Reserves					
	13				
Unrestricted general funds			115,515		62,663
Unrestricted designated funds			351,682		414,040
Restricted funds			-		-
			<u>467,197</u>		<u>476,703</u>

For the financial year ended 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with 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 company.

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

These financial statements were approved by the trustees on 18/12/24 and were signed on their behalf by:


 Mr P T J Bell - Trustee
 Mr A G Fairney
 Company Number: 05767006


 Mr J Taylor - Trustee

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Preston Community Transport Limited 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). The financial statements are presented in sterling which is the functional current of the company and rounded to the nearest £.

Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Company status

The charity is a company limited by guarantee. The trustees are drawn from the members of the company and volunteer members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the charity.

Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (continued)

Income

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.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Expenditure

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 included under expense categories that aggregate all costs for allocation to activities.

All costs of running the vehicles are charged to direct charitable expenditure.

Support costs are those resources expended in relation to the running of the charity and that are not directly attributable to the charitable activities that are undertaken.

Governance costs include those costs incurred in the governance of the charity's assets and are associated with constitutional and statutory requirements.

Any expenditure for a future period is prepaid in the accounts until that period. Resources expended do not include VAT that can be reclaimed.

Investments and investment income

The company has no direct investments other than cash at bank. Interest is earned on surplus cash balances.

Tangible fixed assets and depreciation

All fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Scooters and wheelchairs	-	over 7 years
Motor vehicles	-	33% reducing balance
Computer equipment	-	over 3 years
Other equipment	-	over 10 years

Debtors

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

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.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (continued)

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Operating leases

Rentals applicable to operating leases are charged to the SOFA on a straight line basis over the term of the lease.

Taxation

The company is a registered charity and is not liable to taxation on its charitable activities.

Pension contributions

The company's employees are entitled to join the NEST pension scheme. The accounts of the scheme are held separately from those of the charity. Contributions payable are charged in the Statement of Financial Activities.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

PRESTON COMMUNITY TRANSPORT LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
LCT contract income	110,892	-	110,892	110,892
Bus Service Operators Grant	5,478	-	5,478	5,123
Group transport income	32,161	-	32,161	28,592
Dial A Ride fares	20,638	-	20,638	21,446
Shopmobility hire charges	10,176	-	10,176	9,544
Lancashire Ranger	11,923	-	11,923	12,274
South Ribble Council grant	-	-	-	15,000
Driver training income	940	-	940	1,609
Section 106 income	-	-	-	-
Miscellaneous income	3,836	-	3,836	4,361
Community Cars	5,000	-	5,000	-
Lottery donations	1,347	-	1,347	-
L&L income	24,491	-	24,491	-
	<u>226,882</u>	<u>-</u>	<u>226,882</u>	<u>208,841</u>

Specific Dial A Ride and Community Cars income from Lancashire County Council ended in March 2015. Preston CT joined with other CT operators to build an informal consortium (Lancashire Community Transport) and mount a joint bid for the new LCC contract. This LCT contract income therefore replaced the previous income streams.

The total income of £208,841 in the previous year comprised all unrestricted income.

3 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Transport and related services				
Vehicle running expenses	37,965	-	37,965	44,868
W/C and S/C purchases and spares	611	-	611	1,644
Depreciation	27,025	-	27,025	8,970
Volunteer expenses	1,289	-	1,289	533
Staff expenses	-	-	-	-
Staff salaries and wages	88,411	-	88,411	83,080
Storage costs	-	-	-	9,552
Support costs (note 4)	86,459	-	86,459	61,871
Governance costs (note 5)	2,636	-	2,636	1,965
	<u>244,396</u>	<u>-</u>	<u>244,396</u>	<u>212,483</u>

The above expenditure relates to the one charitable activity: the provision of community transport services.

The total expenditure of £212,483 in the previous year was all unrestricted expenditure.

PRESTON COMMUNITY TRANSPORT LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

4 Support costs	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Staff salaries and wages	42,552	-	42,552	39,179
Rates	1,067	-	1,067	451
Insurance	1,090	-	1,090	1,507
Light and heat	10,120	-	10,120	3,927
Other office costs	31,170	-	31,170	16,253
Depreciation	-	-	-	-
Bank charges	460	-	460	554
	<u>86,459</u>	<u>-</u>	<u>86,459</u>	<u>61,871</u>

Support costs include administration, management and strategic development time.

5 Governance costs	2024 £	2023 £
Statutory accounts and independent examination	1,995	1,645
Other accountancy services	641	320
	<u>2,636</u>	<u>1,965</u>

6 Net income/(expenditure) for the year	2024 £	2023 £
This is stated after charging:		
Depreciation of tangible fixed assets – owned by the charity	27,025	8,970
Independent examination fees	1,995	1,645
Other accountancy services	641	320
	<u>29,661</u>	<u>10,935</u>

PRESTON COMMUNITY TRANSPORT LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

7 Staff costs

	2024	2023
	£	£
Wages and salaries	99,493	110,793
Social security	22,715	9,093
Pension costs	8,755	2,373
	130,963	122,259

No employees were paid at the rate of over £60,000 per annum in the current or previous year.

The key management personnel of the charity comprise the trustees, the General Manager, and the Operations Co-ordinator. The total employee benefits of the key management personnel of the charity, including National Insurance and pension contributions, were £68,593 (2023: £64,851).

The trustees and connected persons were not paid or received any other benefits from employment with the charity in the year (2023: £nil) neither were they reimbursed expenses during the year (2023: £nil). No charity trustee received payment for professional or other services supplied to the charity (2023: £nil).

8 Staff numbers

The average monthly head count was 7 staff (2023: 7 staff) and the average monthly number of full-time equivalent employees during the year was as follows:

	2024	2024
Management	1	1
Service delivery	6	6
	7	7

9 Related party transactions

The charity is controlled by the Board of Trustees.

One of the Trustees of Preston Community Transport is also a Trustee of INTACT. During the year sales invoices totalling £nil (2023: £nil) were raised to INTACT. Included within trade debtors at the year-end was £nil (2023: £nil) recoverable from INTACT.

There were no other transactions with related parties in the current or previous year.

PRESTON COMMUNITY TRANSPORT LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

10 Tangible fixed assets

	Scooters & wheelchairs	Minibuses and vehicles	Computer Equipment	Other Equipment	Total
Cost	£	£	£	£	£
At 1 April 2023	23,904	290,272	5,370	20,099	339,645
Additions	-	61,608	-	750	62,358
Disposals	-	(29,180)	-	-	(29,180)
At 31 March 2024	23,904	322,700	5,370	20,849	372,822
Depreciation					
As at 1 April 2023	21,361	236,728	5,332	18,945	282,366
Charge for the year	1,658	24,685	40	645	27,028
On disposals	-	(27,965)	-	-	(27,965)
At 31 March 2024	23,019	233,448	5,372	19,590	281,429
Net book value					
At 31 March 2024	885	89,252	-	1,259	91,392
At 31 March 2023	2,543	53,544	38	1,154	57,279

11 Debtors

	2024	2023
	£	£
VAT recoverable	2,176	13,947
Trade debtors	4,621	8,255
Prepayments	10,953	9,836
Accrued income	2,755	2,288
	20,505	34,326

12 Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	11,213	63,207
Accruals and deferred income	23,357	22,086
Other creditors	1,250	1,387
	35,820	86,680

PRESTON COMMUNITY TRANSPORT LIMITED**NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2024****13 Movement in funds**

	Balance 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance 31 March 2024 £
Unrestricted general Funds	62,663	234,890	(244,396)	62,358	115,515
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	(62,358)	290,682
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	476,703	234,890	(244,396)	-	467,197
	Balance 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance 31 March 2023 £
Unrestricted general funds	60,667	214,479	(212,483)	-	62,663
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	474,707	214,479	(212,483)	-	476,703

Designated funds

- The vehicle and equipment fund allows for replacements, upgrades or modifications. The trustees have decided to transfer from this fund at the year end.
- The wind up reserve will allow for an orderly closure of the organisation in the event of a sudden, total loss of funding, contract income or other circumstances beyond the control of trustees.
- The transport fund will be available for groups and families having difficulties obtaining transport.

PRESTON COMMUNITY TRANSPORT LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

14 Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total 2024	Total 2023
Unrestricted general funds	91,392	24,123	115,515	62,663
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	290,682	290,682	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	91,392	375,805	467,197	476,703
Prior year	Tangible fixed assets	Net current assets	Total 2023	Total 2022
Unrestricted general funds	57,280	5,383	62,663	60,667
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	57,280	419,423	476,703	474,707

15 Defined contribution pension plan

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £8,755 (2023: £2,373).

16 Operating leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2024 £	2023 £
Not later than one year	480	960
Later than one and not later than five years	-	480
Later than five years	-	-
	480	1,440

PRESTON COMMUNITY TRANSPORT LIMITED

England & Wales - Charity number 1114100

Accounts

Company registration no: 05767006

Charity no: 1114100

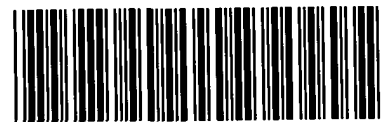
Preston Community Transport Limited

(A registered charity and
company limited by guarantee)

Report and Financial Statements

For The Year Ended
31 March 2023

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PRESTON COMMUNITY TRANSPORT LIMITED

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PRESTON COMMUNITY TRANSPORT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

Preston Community Transport Limited is a company limited by guarantee registered in England and Wales (number 5767006) and a registered charity (number 1114100) and is governed by its Memorandum and Articles of Association approved on 14 February 2006.

Directors and trustees

The directors of the charitable company are also its trustees for the purposes of charity law, and throughout are collectively referred to as "the board of trustees". All the trustees stand down each year and are eligible for re-election at the Annual General Meeting. None of the trustees received any remuneration for their services. The trustees during the year were:

Mr. PTJ Bell
Mr. J Taylor (Chair)
Cllr. D Borrow
Cllr. Mrs. P Brown
Mr. N Collison
Mr. A Fairey
Cllr. Mrs. KJ Walton
Mr P S Whitehead (Appointed 20 August 2023)

Company Secretary

Mr. A G Fairey

General Manager

Mr. D Meggison

Registered office

Preston Mobility Centre, 28 Friargate, Preston, PR1 2AU

Examiner

Nicola Mason FCA DChA, MHA Moore and Smalley, Richard House, Winckley Square, Preston, PR1 3HP

Bankers

CAF Bank

Solicitors

Napthens, 7 Winckley Square, Preston, Lancashire PR1 3JD

VAT registration number

483270638

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2022/23

The trustees of Preston Community Transport Limited, who are also the directors for the purposes of the Companies Act, present their annual report and the financial statements for the year ended 31 March 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's trust deed, the Charities Act 2011 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 (effective October 2019).

Objects of the company

From the Memorandum of Association "The object of the company is to provide community transport services for such of the inhabitants of Preston and other areas of Lancashire who are in need of such 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."

Structure, governance and management

As required by the Memorandum and Articles of Association, overall responsibility for the company's activities is vested in the directors serving as the company's board of trustees. Trustees have individual experience and expertise as service users as well as specialist professional skills. Trustee induction training is provided by the chair, general manager and company secretary. Trustees are encouraged to participate in training and events relevant to the company's activities. During the year the members acted as the directors and also the trustees of the company.

The board of trustees shall comprise not less than three persons. Trustees are elected individually at the Annual General Meeting by individual members of the company or persons nominated by organisations which are members. Trustees hold office until the next Annual General Meeting when they are eligible for re-election. The board of trustees may co-opt not more than two other persons, whether or not members of the company, to serve as full voting members of the board.

The main board of trustees meets quarterly and a subcommittee dealing with strategy and planning, finance, fundraising, personnel, health and safety meets in the meantime and reports to the main board.

In practice the board employs staff and deploys volunteers to provide a range of services. Overall responsibility for policy implementation, service delivery and development and day to day operations is delegated to the general manager, subcommittee chairmen and operations staff based at the Mobility Centre.

The Company's vehicles are garaged at The Store Room, Marsh Lane, Preston.

Summary of aims and achievements

Preston Community Transport (Preston CT) is a small, community led, local charity providing affordable transport and related services primarily for people with restricted mobility with the aim of alleviating social, economic, rural and cultural isolation and supporting the transport needs of other local voluntary organisations.

Preston CT was established in August 1988 and has operated continuously since then. Initially as an Industrial and Provident Society, then converting to a company limited by guarantee and a registered charity on 31 March 2006.

Preston CT's minibuses are currently operated under Section 19 of the Transport Act 1985 with services being provided to members of the Dial A Ride schemes or persons who fall within the statutory definitions. Preston CT continues to hold a National Standard PSV Operators (or "O") licence, although not currently running any PSV services in order to have flexibility for future service provision.

Community Transport services are provided by Preston Community Transport one of five members of Lancashire Community Transport - with funding from Lancashire County Council. We continue to provide Shopmobility in Preston City Centre which no longer benefits from funding, we aim to continue to do so unless costs significantly outweigh income.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2022/23(CONTINUED)

Preston CT largely relies on contract funding from Lancashire County Council and financial support from South Ribble Borough Council to meet expenditure, supplemented by income generated from fares and user contributions. The pandemic interrupted a gradual shift towards the percentage earned from other sources but as demand recovers we will aim to continue to increase the number of passengers and therefore their contribution.

Overview

This year has seen a gradual recovery in passenger numbers after the impact of the pandemic and its lockdowns. In terms of passenger numbers we are faced with two conflicting issues. There is an understandable continuing reluctance of the more vulnerable individuals, who form a majority of our passengers, to resume their previous travel/social behaviours. However, on the positive side it is being increasingly recognised within 'official' circles that loneliness is a major issue and that access to transport for the most disadvantaged is a major issue. As an organisation we are well-placed to ensure that individuals are able to resume a full life following the pandemic and to continue to provide the vital links from home to social activities/medical appointments/shopping etc..

The NHS in its many forms has increasingly recognised the vital role of Community Transport in providing the links to improve individual's well-being through providing wider access to social activities. 2023/24 has seen Preston Community Transport's active involvement in a couple of schemes funded by the NHS, as well as continuing our active support for the development of South Ribble Council's Social Isolation network.

At the moment, with continuing funding support from Lancashire County Council and project funds from the NHS, in the short-term our funding position seems relatively healthy, and the increase in passenger income as our services recover will improve this situation. However, we are concerned that the Government under-funding of both council and NHS activities remain a longer-term threat.

Resources

Staff/Volunteers – our team continues to be our major asset and has risen to the many challenges which face them. Recruiting new volunteer drivers continues to be an issue, as does the recruitment of Trustees.

Vehicles – as noted above, we are beginning to embark on a vehicle replacement programme. A key issue is the long-term objective to move towards Electric Vehicles, however, at the moment both they and their supporting infrastructure are prohibitively expensive, so that in the short-term at least we are constrained to continue replacement with hydrocarbon fuelled vehicles.

Services – we provide a variety of transport services, their individual demand has varied over the last few years. Recently, demand for our Community Cars service has grown considerably quicker than the recovery in demand for places on our Dial a Ride minibus services.

Key management personnel and remuneration.

The charity applies salaries commensurate with duties and are consistent with local benchmarking. Salaries are reviewed annually by the Board of Trustees with the minimum in line with the Real Living Wage. The Charity considers its key personnel to be the General Manager and the Community Cars Co-ordinator

Post year-end events

As identified above, additional funding from the NHS has been obtained to support two projects – this will require careful deployment of resources. Bringing our newly-acquired replacement vehicle will maintain a high standard of comfort for our passengers but will increase our depreciation charge for 2023/24.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2022/23 (CONTINUED)

Acknowledgements

We continue to be grateful for valuable support from local councils, the NHS and the invaluable support of our volunteers, as well as our growing involvement with local communities.

Forward Plans

A thorough review of existing and projected services is a high priority, coupled with a comprehensive review of our fleet and replacement options

Reserves Policy

We continue to maintain uncommitted reserves which continue to provide for :-

The maintenance of at least 3 month's operating costs to allow the restructuring of the business in the event of loss of funding.

Funding for replacement of vehicles – although the move to electric vehicles would at the moment need further financial support.

Risk Management

The board discharges its responsibility for risk management by identifying key risks and reviewing and approving operational and organisational policies including :-

- Corporate, business and financial risk
- Health and safety policy and practice
- Protection of vulnerable people
- Personnel policies
- Customer care policies
- Vehicle and driving management policies

These issues are amongst the topics reviewed by the Operational sub-committee.

Investment Policy

The Company does not directly invest in anything other than Bank Accounts and feel that this is appropriate for this organisation.

Public Benefit

Preston CT's aims are described on Page 1 at 'Objects of the Company'. Its operations aim to benefit the community by relieving social, economic, cultural and rural isolation for members of the public with restricted mobility or lack of transport facilities. As such our operations touch on the Charities Act description of charitable purposes – 'community development', 'human rights' and 'equality and diversity' and fits description J 'relief of those in need by reason of youth, age, ill-health, disability, financial hardship, or other disadvantage. Membership of our schemes is fully open to members of the public and Dial a Ride services are required to be provided to eligible members of the public under the Transport Act. Any user charges are kept as low as possible and are reviewed regularly. Within our Objects, access to our services is unrestricted within our geographic area of operation, within the limits of our operational capacity or unless safety would be jeopardised. We aim to minimise environmental detriment through our supply chain and by always seeking to optimise vehicle occupancy.

Financial Performance

A marginal positive out-turn has been achieved through a combination of continued council funding from Lancashire and South Ribble, gradually increasing directly earned revenues and careful financial controls, and total funds held at 31 March 2023 were £476,703 (2022 £474,707), which is all held as unrestricted funds, although £353,040 is held for vehicle replacement. Excluding tangible fixed assets, total funds are £419,423 (2022 £449,451). After depreciation the charity generated a surplus of £1,996 (2022 £27,060).

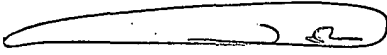
PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2022/23 (CONTINUED)

Small company provisions

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

This report was approved by the board of trustees and authorised for issue on 6/12/23 and signed on its behalf by:



.....
Mr P T J Bell - Trustee



.....
Mr J Taylor - Trustee

PRESTON COMMUNITY TRANSPORT LIMITED
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 7 to 17.

Responsibilities and basis of report

As the charity 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').

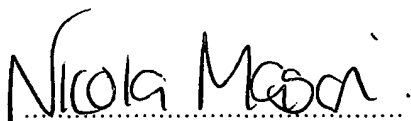
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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 that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.



Nicola Mason FCA DChA
MHA Moore and Smalley
Chartered Accountants
Preston

Date: 18/12/23

PRESTON COMMUNITY TRANSPORT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Income from:					
<i>Donations:</i>					
Other donations		3,496	-	3,496	7,919
<i>Charitable activities</i>	2	208,841	-	208,841	199,841
<i>Investments</i>		2,142	-	2,142	7
Total income		214,479	-	214,479	207,767
Expenditure on:					
Charitable activities	3	212,483	-	212,483	180,707
Total expenditure		212,483	-	212,483	180,707
Net income/(expenditure)	6	1,996	-	1,996	27,060
Transfers between funds		-	-	-	-
Net movement in funds		1,996	-	1,996	27,060
Reconciliation of funds:					
Total funds brought forward		474,707	-	474,707	447,647
Total funds carried forward		476,703	-	476,703	474,707

All the above results are derived from activities which are continuing.

All gains and losses in the period are included above.

PRESTON COMMUNITY TRANSPORT LIMITED

BALANCE SHEET

AS AT 31 MARCH 2023

	Note	£	2023 £	£	2022 £
Fixed assets					
Tangible assets	10		57,280		25,256
Current assets					
Debtors	11	34,326		24,020	
Cash at bank and in hand		<u>471,777</u>		<u>456,940</u>	
		506,103		480,960	
Creditors: amounts falling due within one year	12	<u>(86,680)</u>		<u>(31,509)</u>	
Net current assets			<u>419,423</u>		<u>449,451</u>
Net assets			<u>476,703</u>		<u>474,707</u>
Reserves					
Unrestricted general funds	13		62,663		60,667
Unrestricted designated funds			414,040		414,040
Restricted funds			-		-
			<u>476,703</u>		<u>474,707</u>

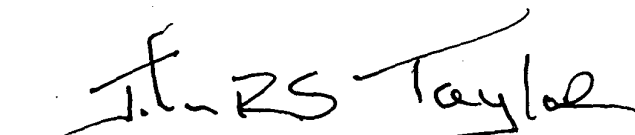
For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with 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 company.

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

These financial statements were approved by the trustees on 6/12/23 and were signed on their behalf by:


 Mr P T J Bell - Trustee


 Mr J Taylor - Trustee

Company Number: 05767006

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Preston Community Transport Limited 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). The financial statements are presented in sterling which is the functional current of the company and rounded to the nearest £.

Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Company status

The charity is a company limited by guarantee. The trustees are drawn from the members of the company and volunteer members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the charity.

Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (continued)

Income

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.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Expenditure

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 included under expense categories that aggregate all costs for allocation to activities.

All costs of running the vehicles are charged to direct charitable expenditure.

Support costs are those resources expended in relation to the running of the charity and that are not directly attributable to the charitable activities that are undertaken.

Governance costs include those costs incurred in the governance of the charity's assets and are associated with constitutional and statutory requirements.

Any expenditure for a future period is prepaid in the accounts until that period. Resources expended do not include VAT that can be reclaimed.

Investments and investment income

The company has no direct investments other than cash at bank. Interest is earned on surplus cash balances.

Tangible fixed assets and depreciation

All fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Scooters and wheelchairs	-	over 7 years
Motor vehicles	-	33% reducing balance
Computer equipment	-	over 3 years
Other equipment	-	over 10 years

Debtors

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

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.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (continued)

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Operating leases

Rentals applicable to operating leases are charged to the SOFA on a straight line basis over the term of the lease.

Taxation

The company is a registered charity and is not liable to taxation on its charitable activities.

Pension contributions

The company's employees are entitled to join the NEST pension scheme. The accounts of the scheme are held separately from those of the charity. Contributions payable are charged in the Statement of Financial Activities.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
LCT contract income	110,892	-	110,892	110,891
Bus Service Operators Grant	5,123	-	5,123	5,124
Group transport income	28,592	-	28,592	10,830
Dial A Ride fares	21,446	-	21,446	23,571
Shopmobility hire charges	9,544	-	9,544	8,570
Lancashire Ranger	12,274	-	12,274	8,753
South Ribble Council grant	15,000	-	15,000	15,000
Driver training income	1,609	-	1,609	5,505
Section 106 income	-	-	-	10,000
Miscellaneous income	4,361	-	4,361	1,597
	<u>208,841</u>	<u>-</u>	<u>208,841</u>	<u>199,841</u>

Specific Dial A Ride and Community Cars income from Lancashire County Council ended in March 2015. Preston CT joined with other CT operators to build an informal consortium (Lancashire Community Transport) and mount a joint bid for the new LCC contract. This LCT contract income therefore replaced the previous income streams.

The total income of £199,841 in the previous year comprised all unrestricted income.

3 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Transport and related services				
Vehicle running expenses	44,868	-	44,868	26,912
W/C and S/C purchases and spares	1,644	-	1,644	1,994
Depreciation	8,970	-	8,970	10,882
Volunteer expenses	533	-	533	276
Staff expenses	-	-	-	4
Staff salaries and wages	83,080	-	83,080	73,517
Storage costs	9,552	-	9,552	7,479
Support costs (note 4)	61,871	-	61,871	57,603
Governance costs (note 5)	1,965	-	1,965	2,040
	<u>212,483</u>	<u>-</u>	<u>212,483</u>	<u>180,707</u>

The above expenditure relates to the one charitable activity: the provision of community transport services.

The total expenditure of £180,707 in the previous year was all unrestricted expenditure.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Support costs

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Staff salaries and wages	39,179	-	39,179	32,207
Rates	451	-	451	573
Insurance	1,507	-	1,507	1,179
Light and heat	3,927	-	3,927	3,893
Other office costs	16,253	-	16,253	17,667
Depreciation	-	-	-	1,659
Bank charges	554	-	554	425
	<u>61,871</u>	<u>-</u>	<u>61,871</u>	<u>57,603</u>

Support costs include administration, management and strategic development time.

5 Governance costs

	2023 £	2022 £
Statutory accounts and independent examination	1,645	1,400
Other accountancy services	320	640
	<u>1,965</u>	<u>2,040</u>

6 Net income/(expenditure) for the year

	2023 £	2022 £
This is stated after charging:		
Depreciation of tangible fixed assets – owned by the charity	8,970	12,542
Independent examination fees	1,645	1,250
Other accountancy services	320	575
	<u>10,935</u>	<u>14,367</u>

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Staff costs

	2023 £	2022 £
Wages and salaries	110,793	99,641
Social security	9,093	3,866
Pension costs	2,373	2,217
	<u>122,259</u>	<u>105,724</u>

No employees were paid at the rate of over £60,000 per annum in the current or previous year.

The key management personnel of the charity comprise the trustees, the General Manager, and the Operations Co-ordinator. The total employee benefits of the key management personnel of the charity, including National Insurance and pension contributions, were £64,851 (2022: £60,952).

The trustees and connected persons were not paid or received any other benefits from employment with the charity in the year (2022: £nil) neither were they reimbursed expenses during the year (2022: £nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

8 Staff numbers

The average monthly head count was 7 staff (2022: 5 staff) and the average monthly number of full-time equivalent employees during the year was as follows:

	2023	2022
Management	1	1
Service delivery	6	4
	<u>7</u>	<u>5</u>

9 Related party transactions

The charity is controlled by the Board of Trustees.

One of the Trustees of Preston Community Transport is also a Trustee of INTACT. During the year sales invoices totalling £nil (2022: £nil) were raised to INTACT. Included within trade debtors at the year-end was £nil (2022: £nil) recoverable from INTACT.

There were no other transactions with related parties in the current or previous year.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

10 Tangible fixed assets

	Scooters & wheelchairs	Minibuses and vehicles	Computer Equipment	Other Equipment	Total
Cost	£	£	£	£	£
At 1 April 2022	23,905	249,277	5,370	20,098	298,650
Additions	-	40,995	-	-	40,995
Disposals	-	-	-	-	-
At 31 March 2023	23,906	290,272	5,370	20,098	339,645
Depreciation					
As at 1 April 2022	19,702	230,549	4,911	18,233	273,395
Charge for the year	1,659	6,180	419	712	8,970
On disposals	-	-	-	-	-
At 31 March 2023	21,361	236,729	5,330	18,945	282,365
Net book value					
At 31 March 2023	2,545	53,543	40	1153	57,280
At 31 March 2022	4,205	18,728	459	1,864	25,256

11 Debtors

	2023	2022
	£	£
VAT recoverable	13,947	2,098
Trade debtors	8,255	10,504
Prepayments	9,836	9,130
Accrued income	2,288	2,288
	34,326	24,020

12 Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	63,207	8,165
Accruals and deferred income	22,086	21,957
Other creditors	1,387	1,387
	86,680	31,509

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

13 Movement in funds

	Balance 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance 31 March 2023 £
Unrestricted general Funds	60,667	214,479	(212,483)	-	62,663
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	<u>474,707</u>	<u>214,479</u>	<u>(212,483)</u>	<u>-</u>	<u>476,703</u>
	Balance 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance 31 March 2022 £
Unrestricted general funds	33,607	207,767	(180,707)	-	60,667
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	<u>447,647</u>	<u>207,767</u>	<u>(180,707)</u>	<u>-</u>	<u>474,707</u>

Designated funds

- The vehicle and equipment fund allows for replacements, upgrades or modifications. The trustees have decided to transfer additional amounts to this fund at the year end.
- The wind up reserve will allow for an orderly closure of the organisation in the event of a sudden, total loss of funding, contract income or other circumstances beyond the control of trustees.
- The transport fund will be available for groups and families having difficulties obtaining transport.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14 Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total 2023	Total 2022
Unrestricted general funds	57,280	5,383	62,663	60,667
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	57,280	419,423	476,703	474,707
Prior year	Tangible fixed assets	Net current assets	Total 2022	Total 2021
Unrestricted general funds	25,256	35,411	60,667	33,607
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	313,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	25,256	449,451	474,707	447,647

15 Defined contribution pension plan

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,373 (2022: £2,217).

16 Operating leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2023 £	2022 £
Not later than one year	960	960
Later than one and not later than five years	480	1,440
Later than five years	-	-
	1,440	2,400

PRESTON COMMUNITY TRANSPORT LIMITED

England & Wales - Charity number 1114100

Accounts

Company registration no: 05767006

Charity no: 1114100

Preston Community Transport Limited

**(A registered charity and
company limited by guarantee)**

Report and Financial Statements

**For The Year Ended
31 March 2022**

PRESTON COMMUNITY TRANSPORT LIMITED

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PRESTON COMMUNITY TRANSPORT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

Preston Community Transport Limited is a company limited by guarantee registered in England and Wales (number 5767006) and a registered charity (number 1114100) and is governed by its Memorandum and Articles of Association approved on 14 February 2006.

Directors and trustees

The directors of the charitable company are also its trustees for the purposes of charity law, and throughout are collectively referred to as "the board of trustees". All the trustees stand down each year and are eligible for re-election at the Annual General Meeting. None of the trustees received any remuneration for their services. The trustees during the year were:

Mr. PTJ Bell	(Chair)
Mr. J Taylor	(Treasurer)
Cllr. D Borrow	
Cllr. Mrs. P Brown	
Mr. N Collison	
Mr. A Fairey	
Cllr. Mrs. KJ Walton	

Company Secretary

Mr. A G Fairey

General Manager

Mr. D Meggison

Registered office

Preston Mobility Centre, 28 Friargate, Preston, PR1 2AU

Examiner

Nicola Mason FCA DChA, MHA Moore and Smalley, Richard House, Winckley Square, Preston, PR1 3HP

Bankers

CAF Bank

Solicitors

Napthens, 7 Winckley Square, Preston, Lancashire PR1 3JD

VAT registration number

483270638

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2021/22

The trustees of Preston Community Transport Limited, who are also the directors for the purposes of the Companies Act, present their annual report and the financial statements 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 have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's trust deed, the Charities Act 2011 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 (effective October 2019).

Objects of the company

From the Memorandum of Association "The object of the company is to provide community transport services for such of the inhabitants of Preston and other areas of Lancashire who are in need of such 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."

Structure, governance and management

As required by the Memorandum and Articles of Association, overall responsibility for the company's activities is vested in the directors serving as the company's board of trustees. Trustees have individual experience and expertise as service users as well as specialist professional skills. Trustee induction training is provided by the chair, general manager and company secretary. Trustees are encouraged to participate in training and events relevant to the company's activities. During the year the members acted as the directors and also the trustees of the company.

The board of trustees shall comprise not less than three persons. Trustees are elected individually at the Annual General Meeting by individual members of the company or persons nominated by organisations which are members. Trustees hold office until the next Annual General Meeting when they are eligible for re-election. The board of trustees may co-opt not more than two other persons, whether or not members of the company, to serve as full voting members of the board.

The main board of trustees meets bi-monthly and a subcommittee dealing with strategy and planning, finance, fundraising, personnel, health and safety meets in the meantime and reports to the main board.

In practice the board employs staff and deploys volunteers to provide a range of services. Overall responsibility for policy implementation, service delivery and development and day to day operations is delegated to the general manager, subcommittee chairmen and operations staff based at the Mobility Centre.

The Company's vehicles are garaged at The Store Room, Marsh Lane, Preston.

Summary of aims and achievements

Preston Community Transport (Preston CT) is a small, community led, local charity providing affordable transport and related services primarily for people with restricted mobility with the aim of alleviating social, economic, rural and cultural isolation and supporting the transport needs of other local voluntary organisations.

Preston CT was established in August 1988 and has operated continuously since then. Initially as an Industrial and Provident Society, then converting to a company limited by guarantee and a registered charity on 31 March 2006.

Preston CT's minibuses are currently operated under Section 19 of the Transport Act 1985 with services being provided to members of the Dial A Ride schemes or persons who fall within the statutory definitions. Preston CT continues to hold a National Standard PSV Operators (or "O") licence, although not currently running any PSV services in order to have flexibility for future service provision.

Community Transport services are provided by Preston Community Transport one of five members of Lancashire Community Transport - with funding from Lancashire County Council. We continue to provide Shopmobility in Preston City Centre which no longer benefits from funding, we aim to continue to do so unless costs significantly outweigh income.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2021/22 (CONTINUED)

Preston CT largely relies on contract funding from Lancashire County Council and financial support from South Ribble Borough Council to meet expenditure, supplemented by income generated from fares and user contributions.

Trustees and the manager maintain close contact with our principal funders and believe that there is as good intention to maintain core funding as can be expected, but this is subject to their own budgetary constraints. The previous contract with Lancashire County Council has been extended albeit at a lower value, and the Trustees are grateful to South Ribble Borough Council for their support in reducing the impact of this shortfall in income. The trustees are concerned over this dependence on local government funding and actively pursue additional sources of funding.

Overview

2021/22 has continued to provide fresh challenges as we hopefully emerged from the shadow of the pandemic. Demand for our services gradually improved throughout the year and we were able to ensure that sufficient vehicles/drivers were available to match that demand. Yet again we must thank our drivers and staff, both paid and volunteers for their dedication to supporting our services.

Just as confidence was slowly beginning to return and we were considering investing in replacing/updating our ageing fleet, we were faced with a shortage of available vehicles which has resulted in another year where funds have had to have been added to reserves rather than updating the fleet.

The continuing support of Lancashire CC and South Ribble CC have enabled us to continue to provide services which would otherwise have proved non-viable particularly as customer revenues have only gradually recovered during the year.

This partnership between the councils and charities such as ourselves has become even more valuable as the world emerges from the impact of the virus at the same time that the need to tackle loneliness is increasingly being recognised as is the need for more responsive transport services. Preston Community Transport remains committed to providing services to face these challenges.

Review of Services

Through the profile of our customers – the elderly and infirm – unfortunately we need to ensure a regular influx of new customers to maintain the provision of viable services. The inroads of the pandemic have added pressure to this situation.

Dial-a-Ride – provides a regular service to allow otherwise isolated individuals the opportunity to access local shops and much needed social contact. Recognising its value to our passengers this was resumed as soon as possible but demand has only gradually recovered – through speaking to lapsed passengers, two key factors have emerged – the reluctance of families/individuals to move from isolation and the increased availability of home deliveries. We are confident that demand will gradually return to pre-Covid levels particularly as passengers recognise the social value of regular contact with fellow shoppers.

Group Transport – recently, there has been a considerable upsurge in demand as organisations are returning to normality and they in turn are responding to increased demand from their members.

Lancashire Ranger – since the return of these trips, organised by LCT demand is gradually returning to normal, reflecting our perception that the value our customers put on social contact is gradually outweighing the concerns over Covid.

Community Cars – some of the unsung heroes of the pandemic have been the volunteers who have continued to use their own cars to allow otherwise isolated individuals to attend doctors'/dentists' appointments, visit relatives in care homes etc.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2021/22 (CONTINUED)

Shopmobility – return of this service was delayed due to its obvious dependence upon the re-opening of shops in Preston, we are continuing to provide this service although demand has been slow to recover.

Resources

Staff/volunteers – needless to say, none of our services could have been operated without the continuing support of all our staff/volunteers. One of our major challenges is to ensure that we continue to recruit new team members to maintain services.

Vehicles – as reported in last year's Trustees' Report and referred to above, there is an increasing need to replace some of our ageing fleet, and we have suffered some increased maintenance costs, however, purchase of replacements has been effectively halted by non-availability of suitable new or even second-hand vehicles. At the moment we have sufficient operational vehicles to match service requirements.

Premises – we are fortunate in occupying a prime position on the edge of the main shopping area with a number of dedicated parking spaces such that customers can easily arrive by car or one of our buses and pick up a mobility scooter to visit town centre shops. During the year there was some suggestion that the centre would be moved to Bus Station – inconvenient for the shops – following discussion with the relevant authorities, these plans have been abandoned.

Key management personnel and remuneration

The charity applies salaries to management personnel commensurate with duties and that are consistent with local benchmarking. Salaries are reviewed annually by the Board of Trustees. The Charity considers its key management personnel to be the General Manager and Community Cars Co-ordinator. Following the appointment of David Meggison as Manager, staff roles have been reviewed. However, the planned appointment of an Administration Assistant to ease the current burden and to help implement a more integrated administration system has necessarily been put on hold during the pandemic, but will take place in 2021.

Post year-end events

The most significant event has been the recruitment of an Administrative Assistant who is taking responsibility for a number of admin/financial tasks – freeing up the Manager's time to focus more on Business Development, absorbing tasks previously performed by a volunteer and allowing an efficiency review of existing tasks.

Acknowledgements

As highlighted above we could not continue to support the community without the financial support of our local councils or the physical support of staff and volunteers.

Forward Plans

Although the future continues to be unclear in terms of demand, availability of vehicles and longer-term financial support, the one thing we can be sure of is that there will continue to be a need for our services. Recent focus on social prescribing, loneliness and the need for improved transport services clearly identify a role for Preston Community Transport. However, it is apparent that work needs to be carried out on two fronts – to investigate future demand and implement appropriate services and to rationalise our internal systems

The need to replace our current vehicle fleet continues and as time passes, the need to consider a move towards electric vehicle becomes higher on the agenda, although the premium to follow this route is high without some external support.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2021/22 (CONTINUED)

Reserves Policy

As in previous years the policy of maintaining a level of unrestricted, accessible, and uncommitted reserves continues. To provide :-

- The maintenance of at least 3 month's operating costs to allow restructuring of the business in the event of a loss of funding.
- Funding for the replacement of vehicles – although for reasons identified elsewhere in this report, this may prove more expensive than anticipated.

Risk Management

The board discharges its responsibility for risk management by identifying key risks and approving, and reviewing operational and organisational policies including :-

- Corporate, business and financial risk
- Health and safety policy and practice
- Protection of vulnerable people
- Personnel policies
- Monitoring customer care policies
- Vehicle and driving management policies

These issues are amongst the topics reviewed by the Operational Committee a sub-group of trustees and the Manager.

Investment Policy

The Board do not directly invest in anything other than Bank Accounts and feel that this is appropriate for this company.

Public benefit

Preston CT's aims are described on page 1 at "Objects of the company". Preston CT's operations aim to benefit the community by relieving social, economic, cultural, and rural isolation for members of the public with restricted mobility. As such our operations touch on the Charities Act description of charitable purposes "community development", "human rights" and "equality and diversity" and fits description J "relief of those in need by reason of youth, age, ill health, disability, financial hardship, or other disadvantage."

Membership of our schemes is fully open to members of the public and Dial A Ride services are required to be provided to eligible members of the public under the Transport Act. Any user charges are kept as low as possible and are reviewed regularly for affordability. Within our objects, access to our services is unrestricted within our geographic area of operation within the limits of our operational capacity or unless safety would be jeopardised (e.g. underage use of powered mobility equipment). We aim to minimise detriment through our environmental policy, vehicle specifications, supply chain and by always seeking to optimise vehicle occupancy.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2021/22 (CONTINUED)

Financial review

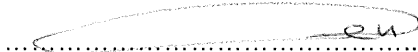
Through a combination of continued council funding from Lancashire and South Ribble, gradually increasing 'directly earned revenues', a Section 106 receipt and careful financial controls, an apparently healthy surplus has been generated and total funds held at 31 March 2022 were £474,707 (2021 £447,647), which is all held as unrestricted funds, although £380,040 is held for vehicle replacement. (As noted above, these funds are the minimum required to replace our existing ageing fleet. Even based on the historic cost of the fleet and a 7 year life, we need to put at least £35,000 into reserves each year). Excluding tangible fixed assets, total funds are £449,451 (2021 £409,848). After depreciation the charity generated a surplus of £27,060 (2020 £20,248).

Small company provisions

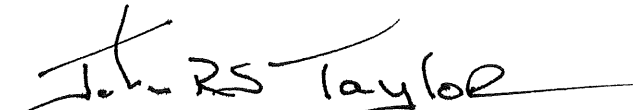
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

19/12/2022

This report was approved by the board of trustees and authorised for issue on and signed on its behalf by:



Mr P T J Bell - Trustee



Mr J Taylor - Trustee

PRESTON COMMUNITY TRANSPORT LIMITED
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 7 to 17.

Responsibilities and basis of report

As the charity 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 company'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

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 that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.

Nicola Mason

.....
Nicola Mason FCA DChA
MHA Moore and Smalley
Chartered Accountants
Preston

Date: 20/12/2022

PRESTON COMMUNITY TRANSPORT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
Income from:					
<i>Donations:</i>					
Other donations		7,919	-	7,919	5,873
Charitable activities	2	199,841	-	199,841	164,135
Investments		7	-	7	124
Other income - Covid support and CJRS grant		-	-	-	21,467
Total income		207,767	-	207,767	191,599
Expenditure on:					
Charitable activities	3	180,707	-	180,707	171,311
Total expenditure		180,707	-	180,707	171,311
Net income/(expenditure)	6	27,060	-	27,060	20,248
Transfers between funds		-	-	-	-
Net movement in funds		27,060	-	27,060	20,248
Reconciliation of funds:					
Total funds brought forward		447,647	-	447,647	427,399
Total funds carried forward		474,707	-	474,707	447,647

All the above results are derived from activities which are continuing.

All gains and losses in the period are included above.

PRESTON COMMUNITY TRANSPORT LIMITED

BALANCE SHEET

AS AT 31 MARCH 2022

	Note	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	10		25,256		37,799
Current assets					
Debtors	11	24,020		12,409	
Cash at bank and in hand		<u>456,940</u>		<u>419,474</u>	
		480,960		431,883	
Creditors: amounts falling due within one year	12	<u>(31,509)</u>		<u>(22,035)</u>	
Net current assets			<u>449,451</u>		<u>409,848</u>
Net assets			<u>474,707</u>		<u>447,647</u>
Reserves					
	13				
Unrestricted general funds			60,667		33,607
Unrestricted designated funds			414,040		414,040
Restricted funds			-		-
			<u>474,707</u>		<u>447,647</u>

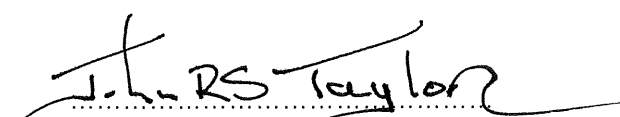
For the financial year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with 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 company.

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

These financial statements were approved by the trustees on ^{19/12/22}..... and were signed on their behalf by:


.....
Mr P T J Bell - Trustee


.....
Mr J Taylor - Trustee

Company Number: 05767006

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Preston Community Transport Limited 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). The financial statements are presented in sterling which is the functional current of the company and rounded to the nearest £.

Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The trustees have considered the impact of the Government response to Covid-19 on the activity of the charity in terms of both increased costs of compliance with the guidelines and also the potential of reduced income. The trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Company status

The charity is a company limited by guarantee. The trustees are drawn from the members of the company and volunteer members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the charity.

Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies (continued)

Income

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.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Expenditure

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 included under expense categories that aggregate all costs for allocation to activities.

All costs of running the vehicles are charged to direct charitable expenditure.

Support costs are those resources expended in relation to the running of the charity and that are not directly attributable to the charitable activities that are undertaken.

Governance costs include those costs incurred in the governance of the charity's assets and are associated with constitutional and statutory requirements.

Any expenditure for a future period is prepaid in the accounts until that period. Resources expended do not include VAT that can be reclaimed.

Investments and investment income

The company has no direct investments other than cash at bank. Interest is earned on surplus cash balances.

Tangible fixed assets and depreciation

All fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Scooters and wheelchairs	-	over 7 years
Motor vehicles	-	33% reducing balance
Computer equipment	-	over 3 years
Other equipment	-	over 10 years

Debtors

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

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.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies (continued)

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Operating leases

Rentals applicable to operating leases are charged to the SOFA on a straight line basis over the term of the lease.

Taxation

The company is a registered charity and is not liable to taxation on its charitable activities.

Pension contributions

The company's employees are entitled to join the NEST pension scheme. The accounts of the scheme are held separately from those of the charity. Contributions payable are charged in the Statement of Financial Activities.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
LCT contract income	110,891	-	110,891	116,836
Bus Service Operators Grant	5,124	-	5,124	5,167
Group transport income	10,830	-	10,830	-
Dial A Ride fares	23,571	-	23,571	16,915
Shopmobility hire charges	8,570	-	8,570	3,904
Lancashire Ranger	8,753	-	8,753	590
South Ribble Council grant	15,000	-	15,000	-
Driver training income	5,505	-	5,505	-
Section 106 income	10,000	-	10,000	-
Miscellaneous income	1,597	-	1,597	(3,213)
Big Lottery Fund Grant	-	-	-	23,936
	199,841	-	199,841	164,135

Specific Dial A Ride and Community Cars income from Lancashire County Council ended in March 2015. Preston CT joined with other CT operators to build an informal consortium (Lancashire Community Transport) and mount a joint bid for the new LCC contract. This LCT contract income therefore replaced the previous income streams.

The total income of £164,135 in the previous year comprised all unrestricted income.

3 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Transport and related services				
Vehicle running expenses	26,912	-	26,912	15,780
W/C and S/C purchases and spares	1,994	-	1,994	846
Depreciation	10,882	-	10,882	15,604
Volunteer expenses	276	-	276	659
Staff expenses	4	-	4	-
Staff salaries and wages	73,517	-	73,517	73,117
Storage costs	7,479	-	7,479	7,193
Support costs (note 4)	57,603	-	57,603	56,287
Governance costs (note 5)	2,040	-	2,040	1,825
	180,707	-	180,707	171,311

The above expenditure relates to the one charitable activity: the provision of community transport services.

The total expenditure of £171,311 in the previous year was all unrestricted expenditure.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

4 Support costs

	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Staff salaries and wages	32,207	-	32,207	34,701
Rates	573	-	573	416
Insurance	1,179	-	1,179	1,394
Light and heat	3,893	-	3,893	2,251
Other office costs	17,667	-	17,667	14,255
Depreciation	1,659	-	1,659	1,632
Bank charges	425	-	425	218
Bad debts	-	-	-	1,420
	<u>57,603</u>	<u>-</u>	<u>57,603</u>	<u>56,287</u>

Support costs include administration, management and strategic development time.

5 Governance costs

	2022 £	2021 £
Statutory accounts and independent examination	1,400	1,250
Other accountancy services	640	575
	<u>2,040</u>	<u>1,825</u>

6 Net income/(expenditure) for the year

	2022 £	2021 £
This is stated after charging:		
Depreciation of tangible fixed assets – owned by the charity	12,542	17,236
Independent examination fees	1,250	1,250
Other accountancy services	575	575
	<u>14,367</u>	<u>19,061</u>

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

7 Staff costs

	2022 £	2021 £
Wages and salaries	99,641	102,344
Social security	3,866	3,372
Pension costs	<u>2,217</u>	<u>2,102</u>
	<u>105,724</u>	<u>107,818</u>

No employees were paid at the rate of over £60,000 per annum in the current or previous year.

The key management personnel of the charity comprise the trustees, the General Manager, and the Operations Co-ordinator. The total employee benefits of the key management personnel of the charity, including National Insurance and pension contributions, were £60,952 (2021: £58,407).

The trustees and connected persons were not paid or received any other benefits from employment with the charity in the year (2021: £nil) neither were they reimbursed expenses during the year (2021: £nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

8 Staff numbers

The average monthly head count was 7 staff (2021: 7 staff) and the average monthly number of full-time equivalent employees during the year was as follows:

	2022	2021
Management	1	1
Service delivery	<u>4</u>	<u>4</u>
	<u>5</u>	<u>5</u>

9 Related party transactions

The charity is controlled by the Board of Trustees.

One of the Trustees of Preston Community Transport is also a Trustee of INTACT. During the year sales invoices totalling £nil (2021: £nil) were raised to INTACT. Included within trade debtors at the year-end was £nil (2020: £nil) recoverable from INTACT.

There were no other transactions with related parties in the current or previous year.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

10 Tangible fixed assets

	Scooters & wheelchairs	Minibuses and vehicles	Computer Equipment	Other Equipment	Total
Cost	£	£	£	£	£
At 1 April 2021	25,815	249,277	5,370	20,098	300,560
Additions	-	-	-	-	-
Disposals	(1,909)	-	-	-	(1,909)
At 31 March 2022	23,906	249,277	5,370	20,098	298,651
Depreciation					
As at 1 April 2021	19,952	221,324	4,158	17,328	262,762
Charge for the year	1,658	9,225	753	906	12,542
On disposals	(1,909)	-	-	-	(1,909)
At 31 March 2022	19,701	230,459	4,911	18,234	273,395
Net book value					
At 31 March 2022	4,205	18,728	459	1,864	25,256
At 31 March 2021	5,863	27,954	1,212	2,770	37,799

11 Debtors

	2022	2021
	£	£
VAT recoverable	2,098	1,304
Trade debtors	10,504	1,609
Prepayments	9,130	7,208
Accrued income	2,288	2,288
Other debtors	-	-
	24,020	12,409

12 Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	8,165	215
Accruals and deferred income	21,957	20,570
Other creditors	1,387	1,250
	31,509	22,035

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

13 Movement in funds

	Balance 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance 31 March 2022 £
Unrestricted general Funds	33,607	207,767	(180,707)	-	60,667
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	<u>447,647</u>	<u>207,767</u>	<u>(180,707)</u>	<u>-</u>	<u>474,707</u>
	Balance 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance 31 March 2021 £
Unrestricted general funds	13,359	191,559	(171,311)	-	33,607
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	<u>427,399</u>	<u>191,559</u>	<u>(171,311)</u>	<u>-</u>	<u>447,647</u>

Designated funds

- The vehicle and equipment fund allows for replacements, upgrades or modifications. The trustees have decided to transfer additional amounts to this fund at the year end.
- The wind up reserve will allow for an orderly closure of the organisation in the event of a sudden, total loss of funding, contract income or other circumstances beyond the control of trustees.
- The transport fund will be available for groups and families having difficulties obtaining transport.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total 2022	Total 2021
Unrestricted general funds	25,256	35,411	60,667	33,607
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	25,256	449,451	474,707	447,647
Prior year	Tangible fixed assets	Net current assets	Total 2021	Total 2020
Unrestricted general funds	37,799	(4,192)	33,607	13,006
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	313,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	37,799	409,848	447,647	427,399

15 Defined contribution pension plan

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,217 (2021: £2,102).

16 Operating leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022 £	2021 £
Not later than one year	960	960
Later than one and not later than five years	1,440	2,400
Later than five years	-	-
	2,400	3,360

PRESTON COMMUNITY TRANSPORT LIMITED

England & Wales - Charity number 1114100

Accounts

Company registration no: 05767006

Charity no: 1114100

Preston Community Transport Limited

**(A registered charity and
company limited by guarantee)**

Report and Financial Statements

**For The Year Ended
31 March 2021**

PRESTON COMMUNITY TRANSPORT LIMITED

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PRESTON COMMUNITY TRANSPORT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

Preston Community Transport Limited is a company limited by guarantee registered in England and Wales (number 5767006) and a registered charity (number 1114100) and is governed by its Memorandum and Articles of Association approved on 14 February 2006.

Directors and trustees

The directors of the charitable company are also its trustees for the purposes of charity law, and throughout are collectively referred to as "the board of trustees". All the trustees stand down each year and are eligible for re-election at the Annual General Meeting. None of the trustees received any remuneration for their services. The trustees during the year were:

Mr. PTJ Bell	(Chair)
Mr. J Taylor	(Treasurer)
Cllr. D Borrow	
Cllr. Mrs. P Brown	
Mr. N Collison	
Mr. A Fairey	
Cllr. Mrs. KJ Walton	

Company Secretary

Mr. A G Fairey

General Manager

Mr. D Meggison

Registered office

Preston Mobility Centre, 28 Friargate, Preston, PR1 2AU

Examiner

Nicola Mason FCA DChA, MHA Moore and Smalley, Richard House, Winckley Square, Preston, PR1 3HP

Bankers

CAF Bank

Solicitors

Napthens, 7 Winckley Square, Preston, Lancashire PR1 3JD

VAT registration number

483270638

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2020/21

The trustees of Preston Community Transport Limited, who are also the directors for the purposes of the Companies Act, present their annual report and the financial statements for the year ended 31 March 2021, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's trust deed, the Charities Act 2011 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 published (effective October 2019).

Objects of the company

From the Memorandum of Association "The object of the company is to provide community transport services for such of the inhabitants of Preston and other areas of Lancashire who are in need of such 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."

Structure, governance and management

As required by the Memorandum and Articles of Association, overall responsibility for the company's activities is vested in the directors serving as the company's board of trustees. Trustees have individual experience and expertise as service users as well as specialist professional skills. Trustee induction training is provided by the chair, general manager and company secretary. Trustees are encouraged to participate in training and events relevant to the company's activities. During the year the members acted as the directors and also the trustees of the company.

The board of trustees shall comprise not less than three persons. Trustees are elected individually at the Annual General Meeting by individual members of the company or persons nominated by organisations which are members. Trustees hold office until the next Annual General Meeting when they are eligible for re-election. The board of trustees may co-opt not more than two other persons, whether or not members of the company, to serve as full voting members of the board.

The main board of trustees meets bi-monthly and a subcommittee dealing with strategy and planning, finance, fundraising, personnel, health and safety meets in the meantime and reports to the main board.

In practice the board employs staff and deploys volunteers to provide a range of services. Overall responsibility for policy implementation, service delivery and development and day to day operations is delegated to the general manager, subcommittee chairmen and operations staff based at the Mobility Centre.

The Company's vehicles are garaged at The Store Room, Marsh Lane, Preston.

Summary of aims and achievements

Preston Community Transport (Preston CT) is a small, community led, local charity providing affordable transport and related services primarily for people with restricted mobility with the aim of alleviating social, economic, rural and cultural isolation and supporting the transport needs of other local voluntary organisations.

Preston CT was established in August 1988 and has operated continuously since then. Initially as an Industrial and Provident Society, then converting to a company limited by guarantee and a registered charity on 31 March 2006.

Preston CT's minibuses are currently operated under Section 19 of the Transport Act 1985 with services being provided to members of the Dial A Ride schemes or persons who fall within the statutory definitions. Preston CT continues to hold a National Standard PSV Operators (or "O") licence, although not currently running any PSV services in order to have flexibility for future service provision.

Community Transport services are provided by Preston Community Transport one of five members of Lancashire Community Transport - with funding from Lancashire County Council. We continue to provide Shopmobility in Preston City Centre which no longer benefits from funding, we aim to continue to do so unless costs significantly outweigh income.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2020/21 (CONTINUED)

Preston CT largely relies on contract funding from Lancashire County Council and financial support from South Ribble Borough Council to meet expenditure, supplemented by income generated from fares and user contributions.

Trustees and the manager maintain close contact with our principal funders and believe that there is as good intention to maintain core funding as can be expected, but this is subject to their own budgetary constraints. The previous contract with Lancashire County Council has been extended albeit at a lower value, and the Trustees are grateful to South Ribble Borough Council for their support in reducing the impact of this shortfall in income. The trustees are concerned over this dependence on local government funding and actively pursue additional sources of funding.

The Pandemic

With regard to the pandemic, the 2019/20 Trustees' Report commented "It is with some pride that we can report that PCT 'stepped up to the mark' to play its part in supporting the community." In the event, various lockdowns have beset us throughout 2020/21 and Preston Community Transport has continued to adapt its operations to support our passengers, who represent a particularly vulnerable group, in whatever way possible. This has included support for food banks, delivering meals and medicines and not least keeping in touch with our passengers to ensure that we continue to provide social contact to relieve the isolation they may otherwise experience. None of this would have been possible without the support not only of our staff and usual volunteers but also of additional volunteers who have appeared to help us. On behalf of all our passengers, we would like to record our thanks for their unstinting efforts.

Community Transport

Following the creation of Lancashire Community Transport (LCT), a grouping of CT organisations in Lancashire, 2020/21 was our sixth year of operation under these arrangements. Each of the members is faced with different circumstances and challenges but is uniquely positioned to adapt its operations to meet local demands.

Hitherto, the number of Single Passenger Trips (SPT's) has steadily risen during the previous contract over and above the targets, but obviously this has been severely reduced this year. Not only have we been faced with necessary restrictions on services but many of our passengers are in the most vulnerable categories

A more detailed review of each of our services follows:-

Dial A Ride (DAR)

DAR provides a door to door, wheelchair accessible, minibus service for people who are unable to use, or don't have any, regular bus services to get to shopping and other essential services.

These regular services were shut down during the initial lockdown in 2020 but work on providing protective screens for drivers, on-board credit card payments for passengers and operating with restricted numbers allowed us to provide services from June 2020 as an essential service.

Martin Ashton and Barry Masheter have continued as drivers for these services and along with volunteers their valued contribution particularly in trying circumstances is recognised by the Trustees.

Group Transport (GT)

Provides an opportunity for qualifying groups and organisations who do not have their own accessible minibus to use a minibus and driver provided by the Community Transport Organisation.

Being reliant on groups organising their own trips, this has been particularly badly impacted by the social distancing restrictions and were only just resuming in 2021.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2020/21 (CONTINUED)

Lancashire Ranger (LR)

These day trips out enable individuals and groups of friends to go to various events and destinations like local markets and the countryside or seaside.

Provision of these services has been severely impacted by the pandemic. Apart from attempting to interpret the guidance provided by Government, the Trustees have been mindful of the physical vulnerability of many of our passengers even though we recognise the positive impact that these trips have on relieving mental vulnerability.

Although a recent test case appeared to clarify legislation on the provision of minibus services by Community Transport operators, the situation with regard to licencing may still prove a threat. John Taylor continues to provide valuable expertise and guidance in this technical area.

Community Cars (CC)

The service is provided by volunteer drivers using their own cars and trips are coordinated by the Community Transport office.

With many of our passengers as well as our drivers within vulnerable groups, the pandemic has severely affected services. However, there was still a need to ensure that individuals could travel, for instance to attend medical appointments. We are grateful, for the core of drivers who have selflessly continued to provide transport, truly demonstrating the community support we provide at grass roots level. Even where actual transport was not feasible, Julie Pole has continued to keep in touch with drivers and passengers to attempt to reduce isolation.

Shopmobility services

Shopmobility is a service common to many towns and cities across the country. We are part of the National Federation of Shopmobility and the British Healthcare Trades Association. We have over 30 pieces of electric and manual mobility equipment such as Mobility Scooters, wheelchairs, walking frames and related equipment for use around Preston City Centre.

During the pandemic, demand for this service has been severely impacted by the enforced isolation of individuals and the temporary closure of the majority of stores in Preston City Centre. However, we have modified the Mobility Centre to provide a safe environment for our passengers and staff and from July 2020 the service was restarted and numbers have gradually increased.

We are grateful to the volunteers who have helped to support this service from the office.

Premises

Preston CT continues to benefit from the use of Preston Mobility Centre, created for this specific purpose as part of the original retail development and leased to us at a peppercorn rent by Preston City Council, whose assistance we gratefully acknowledge. During the year, we became aware of future proposals which included the removal of the Mobility Centre from its current site which facilitates access for disabled drivers to the City Centre. However, discussions with the Planning team have removed this potential threat.

Key management personnel and remuneration

The charity applies salaries to management personnel commensurate with duties and that are consistent with local benchmarking. Salaries are reviewed annually by the Board of Trustees. The Charity considers its key management personnel to be the General Manager and Community Cars Co-ordinator. Following the appointment of David Meggison as Manager, staff roles have been reviewed. However, the planned appointment of an Administration Assistant to ease the current burden and to help implement a more integrated administration system has necessarily been put on hold during the pandemic, but will take place in 2021.

PRESTON COMMUNITY TRANSPORT LIMITED

BOARD OF TRUSTEES' REPORT FOR 2020/21 (CONTINUED)

Post year end events

With the implementation of the vaccine programme and gradual release of restrictions, our services are gradually returning to normality. However, with many of our passengers in vulnerable categories, initial nervousness will continue to affect passenger trips.

A National Bus Strategy sponsored by the Prime Minister was initially published in March, however, details of its impact on Community Bus services were limited. We have contacted Lancashire County Council to ensure maximum involvement in developing proposals for Lancashire. Although there may be opportunities resulting from this strategy, it is possible that there could be threats to existing services.

Acknowledgements

Preston CT seeks to maintain excellent working relationships with its Local Authority stakeholders and the developing relationship with South Ribble Borough Council is one we particularly value and hope to build on in new and innovative ways in future.

The Board recognise the particular contribution of Peter Bell, John Taylor and Alan Fairey in supporting our newly appointed Manager during this difficult year, and to Dave Meggison himself in taking over the reins as Manager.

It is impossible to overstate the contribution made during these unimaginable times by everyone associated with Preston Community Transport, truly demonstrating the value of our organisation and the values which it represents.

Plans for 2021/22

- Carefully monitor the services we offer and the impact of the virus on both numbers and the quality of service we can offer. Throughout the pandemic we have ensured that our services are supplied safely which has reduced our capacity, but hopefully has provided our passengers with the confidence to return.
- Following a traumatic year for the NHS enhance our relationship with our local CCGs and the developing ICP, to position CT well for the future.
- Continue to develop our relationship with SRC.
- Maximise any potential opportunities which arise from the National Bus Strategy and attempt to ensure the maximum benefit is achieved for the people we seek to serve.
- Develop streamlined procedures to obtain the maximum benefit from the employment of a new Administration Assistant.
- As always, aim to diversify income, and improve services, in particular, considering how we could ensure that we learn from the community initiatives during the pandemic
- Review the vehicle fleet in the light of developing future trends. Our newest bus is 5 years old, reflecting the previous uncertainty over contract renewal. This has in turn allowed the accrual of sufficient funds for future vehicle purchases.
- Review our marketing and communications strategy, and rationalise our existing systems to support this.

Reserves policy

The board of trustees policy is to maintain a level of unrestricted, accessible, uncommitted, reserves sufficient to:

- Maintain at least three months operating costs in the event of a significant loss of funding to provide time to seek alternative funding;
- Or for an orderly change of activities;
- Provide for capital investment to replace our aging fleet. Acquiring a vehicle of similar standard to those we currently operate will cost in the region of £80,000 each and it is 5 years since our last replacement. In line with previous policy, it is proposed to increase the unrestricted designated funds by £40,000 to support future vehicle purchases.

At the year-end this policy was met.

PRESTON COMMUNITY TRANSPORT LIMITED
BOARD OF TRUSTEES' REPORT FOR 2020/21 (CONTINUED)

Risk management

The board discharges its responsibility for risk management by identifying risks and approving, and reviewing operational and organisational policies including:

- Corporate, business and financial risk
- Health and Safety policy and practice
- Protection of vulnerable people
- Personnel policies
- Monitoring, evaluation and customer care policies
- Vehicle and driving management policies

Investment policy

The board do not directly invest in anything other than Bank Accounts and feel this is appropriate for this company.

Public benefit

Preston CT's aims are described on page 1 at "Objects of the company". Preston CT's operations aim to benefit the community by relieving social, economic, cultural, and rural isolation for members of the public with restricted mobility. As such our operations touch on the Charities Act description of charitable purposes "community development", "human rights" and "equality and diversity" and fits description J "relief of those in need by reason of youth, age, ill health, disability, financial hardship, or other disadvantage."

Membership of our schemes is fully open to members of the public and Dial A Ride services are required to be provided to eligible members of the public under the Transport Act. Any user charges are kept as low as possible and are reviewed regularly for affordability. Within our objects, access to our services is unrestricted within our geographic area of operation within the limits of our operational capacity or unless safety would be jeopardised (e.g. underage use of powered mobility equipment). We aim to minimise detriment through our environmental policy, vehicle specifications, supply chain and by always seeking to optimise vehicle occupancy.

Financial review

- The total funds held at 31 March 2021 were £447,647 (2020 £427,399), which is all held as unrestricted funds. Excluding tangible fixed assets, total funds are £409,848 (2020 £372,703). After depreciation the charity generated a surplus of £20,238 (2020 £40,353).

Small company provisions

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

This report was approved by the board of trustees and authorised for issue on 8/12/21 and signed on its behalf by:


.....
Mr P T J Bell - Trustee


.....
Mr J Taylor - Trustee

PRESTON COMMUNITY TRANSPORT LIMITED
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 7 to 17.

Responsibilities and basis of report

As the charity 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').

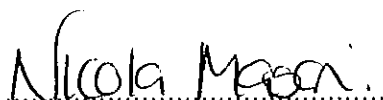
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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 that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.



Nicola Mason FCA DChA
MHA Moore and Smalley
Chartered Accountants
Preston

Date: 20/2/21.

PRESTON COMMUNITY TRANSPORT LIMITED**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)****FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income from:					
<i>Donations:</i>					
Other donations		5,873	-	5,873	6,613
<i>Charitable activities</i>	2	164,135	-	164,135	259,439
<i>Investments</i>		124	-	124	410
<i>Other income - Covid support and CJRS grant</i>		21,467	-	21,467	-
Total income		191,559	-	191,599	266,462
Expenditure on:					
Charitable activities	3	171,311	-	171,311	226,109
Total expenditure		171,311	-	171,311	226,109
Net Income/(expenditure)	6	20,248	-	20,248	40,353
Transfers between funds		-	-	-	-
Net movement in funds		20,248	-	20,248	40,353
Reconciliation of funds:					
Total funds brought forward		427,399	-	427,399	387,046
Total funds carried forward		447,647	-	447,647	427,399

All the above results are derived from activities which are continuing.

All gains and losses in the period are included above.

PRESTON COMMUNITY TRANSPORT LIMITED

BALANCE SHEET

AS AT 31 MARCH 2021

	Note	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	10		37,799		54,696
Current assets					
Debtors	11	12,409		13,913	
Cash at bank and in hand		<u>419,474</u>		<u>362,935</u>	
		431,883		376,848	
Creditors: amounts falling due within one year	12	<u>(22,035)</u>		<u>(4,145)</u>	
Net current assets			<u>409,848</u>		<u>372,703</u>
Net assets			<u>447,647</u>		<u>427,399</u>
Reserves	13				
Unrestricted general funds			33,607		13,359
Unrestricted designated funds			414,040		414,040
Restricted funds			-		-
			<u>447,647</u>		<u>427,399</u>

For the financial year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with 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 company.

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

These financial statements were approved by the trustees on 8/2/21, and were signed on their behalf by:


Mr P T J Bell - Trustee


Mr J Taylor - Trustee

Company Number: 05767006

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Preston Community Transport Limited 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). The financial statements are presented in sterling which is the functional current of the company and rounded to the nearest £.

Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The trustees have considered the impact of the Government response to Covid-19 on the activity of the charity in terms of both increased costs of compliance with the guidelines and also the potential of reduced income. The trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Company status

The charity is a company limited by guarantee. The trustees are drawn from the members of the company and volunteer members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the charity.

Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

Income

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.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Expenditure

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 included under expense categories that aggregate all costs for allocation to activities.

All costs of running the vehicles are charged to direct charitable expenditure.

Support costs are those resources expended in relation to the running of the charity and that are not directly attributable to the charitable activities that are undertaken.

Governance costs include those costs incurred in the governance of the charity's assets and are associated with constitutional and statutory requirements.

Any expenditure for a future period is prepaid in the accounts until that period. Resources expended do not include VAT that can be reclaimed.

Investments and investment income

The company has no direct investments other than cash at bank. Interest is earned on surplus cash balances.

Tangible fixed assets and depreciation

All fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Scooters and wheelchairs	-	over 7 years
Motor vehicles	-	33% reducing balance
Computer equipment	-	over 3 years
Other equipment	-	over 10 years

Debtors

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

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.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Operating leases

Rentals applicable to operating leases are charged to the SOFA on a straight line basis over the term of the lease.

Taxation

The company is a registered charity and is not liable to taxation on its charitable activities.

Pension contributions

The company's employees are entitled to join the NEST pension scheme. The accounts of the scheme are held separately from those of the charity. Contributions payable are charged in the Statement of Financial Activities.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
LCT contract income	116,836	-	116,836	146,556
Bus Service Operators Grant	5,167	-	5,167	2,245
Group transport income	-	-	-	29,216
Dial A Ride fares	16,915	-	16,915	36,505
Shopmobility hire charges	3,904	-	3,904	11,530
Lancashire Ranger	590	-	590	9,117
Driver training income	-	-	-	3,373
Project income	-	-	-	10,000
Section 106 income	-	-	-	10,000
Miscellaneous income	(3,213)	-	(3,213)	897
Big Lottery Fund Grant	23,936	-	23,936	-
	<u>164,135</u>	<u>-</u>	<u>164,135</u>	<u>259,439</u>

Specific Dial A Ride and Community Cars income from Lancashire County Council ended in March 2015. Preston CT joined with other CT operators to build an informal consortium (Lancashire Community Transport) and mount a joint bid for the new LCC contract. This LCT contract income therefore replaced the previous income streams.

The total income of £259,439 in the previous year comprised all unrestricted income.

3 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Transport and related services				
Vehicle running expenses	15,780	-	15,780	40,281
W/C and S/C purchases and spares	846	-	846	1,749
Depreciation	15,604	-	15,604	23,083
(Profit)/loss on vehicles	-	-	-	(1,056)
Volunteer expenses	659	-	659	2,023
Staff expenses	-	-	-	486
Staff salaries and wages	73,117	-	73,117	74,747
Storage costs	7,193	-	7,193	8,235
Support costs (note 4)	56,287	-	56,287	74,046
Governance costs (note 5)	1,825	-	1,825	2,515
	<u>171,311</u>	<u>-</u>	<u>171,311</u>	<u>226,109</u>

The above expenditure relates to the one charitable activity: the provision of community transport services.

The total expenditure of £226,109 in the previous year was all unrestricted expenditure.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

4 Support costs

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Staff salaries and wages	34,701	-	34,701	42,354
Rates	416	-	416	882
Insurance	1,394	-	1,394	956
Light and heat	2,251	-	2,251	3,668
Other office costs	14,255	-	14,255	23,901
Depreciation	1,632	-	1,632	1,892
Profit)/loss on equipment	-	-	-	233
Advertising	-	-	-	100
Bank charges	218	-	218	60
Bad debts	1,420	-	1,420	-
	<u>56,287</u>	<u>-</u>	<u>56,287</u>	<u>74,046</u>

Support costs include administration, management and strategic development time.

5 Governance costs

	2021 £	2020 £
Statutory accounts and independent examination	1,250	1,375
Other accountancy services	575	1,140
	<u>1,825</u>	<u>2,515</u>

6 Net Income/(expenditure) for the year

	2021 £	2020 £
This is stated after charging:		
Depreciation of tangible fixed assets – owned by the charity	17,236	24,975
Independent examination fees	1,250	1,375
Other accountancy services	575	650
	<u>19,061</u>	<u>27,000</u>

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Staff costs

	2021 £	2020 £
Wages and salaries	102,344	110,075
Social security	3,372	4,833
Pension costs	2,102	2,193
	<u>107,818</u>	<u>117,101</u>

No employees were paid at the rate of over £60,000 per annum in the current or previous year.

The key management personnel of the charity comprise the trustees, the General Manager, and the Operations Co-ordinator. The total employee benefits of the key management personnel of the charity, including National Insurance and pension contributions, were £58,407 (2020: £65,152).

The trustees and connected persons were not paid or received any other benefits from employment with the charity in the year (2020: £nil) neither were they reimbursed expenses during the year (2020: £nil). No charity trustee received payment for professional or other services supplied to the charity (2020: £nil).

8 Staff numbers

The average monthly head count was 7 staff (2020: 7 staff) and the average monthly number of full-time equivalent employees during the year was as follows:

	2021	2020
Management	1	1
Service delivery	4	4
	<u>5</u>	<u>5</u>

9 Related party transactions

The charity is controlled by the Board of Trustees.

One of the Trustees of Preston Community Transport is also a Trustee of INTACT. During the year sales invoices totalling £nil (2020: £327) were raised to INTACT. Included within trade debtors at the year-end was £nil (2020: £nil) recoverable from INTACT.

There were no other transactions with related parties in the current or previous year.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

10 Tangible fixed assets

	Scooters & wheelchairs	Minibuses and vehicles	Computer Equipment	Other Equipment	Total
Cost	£	£	£	£	£
At 1 April 2020	25,815	249,277	5,032	20,098	300,022
Additions	-	-	338	-	338
Disposals	-	-	-	-	-
At 31 March 2021	25,815	249,277	5,370	20,098	300,560
Depreciation					
As at 1 April 2020	18,115	207,557	3,442	16,412	245,526
Charge for the year	1,837	13,767	716	916	17,236
On disposals	-	-	-	-	-
At 31 March 2021	19,952	221,324	4,158	17,328	262,762
Net book value					
At 31 March 2021	5,863	27,954	1,212	2,770	37,799
At 31 March 2020	7,700	41,720	1,590	3,686	54,696

11 Debtors

	2021	2020
	£	£
VAT recoverable	1,304	2,240
Trade debtors	1,609	7,112
Prepayments	7,208	2,316
Accrued income	2,288	2,245
Other debtors	-	-
	12,409	13,913

12 Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	215	1,168
Accruals and deferred income	20,570	2,977
Other creditors	1,250	-
	22,035	4,145

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

13 Movement in funds

	Balance 1 April 2020 £	Income £	Expenditur e £	Transfers £	Balance 31 March 2021 £
Unrestricted general Funds	13,359	191,559	(171,311)	-	33,607
Unrestricted designated funds:					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	<u>427,399</u>	<u>191,559</u>	<u>(171,311)</u>	<u>-</u>	<u>447,647</u>
	Balance 1 April 2019 £	Income £	Expenditur e £	Transfers £	Balance 31 March 2020 £
Unrestricted general funds	13,006	266,462	(226,109)	(40,000)	13,359
Unrestricted designated funds:					
Vehicle and equipment fund	313,040	-	-	40,000	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	<u>387,046</u>	<u>266,462</u>	<u>(226,109)</u>	<u>-</u>	<u>427,399</u>

Designated funds

- The vehicle and equipment fund allows for replacements, upgrades or modifications. The trustees have decided to transfer additional amounts to this fund at the year end.
- The wind up reserve will allow for an orderly closure of the organisation in the event of a sudden, total loss of funding, contract income or other circumstances beyond the control of trustees.
- The transport fund will be available for groups and families having difficulties obtaining transport.

PRESTON COMMUNITY TRANSPORT LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total 2021	Total 2020
Unrestricted general funds	37,799	(4,192)	33,607	13,359
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	<u>37,799</u>	<u>409,848</u>	<u>447,647</u>	<u>427,399</u>
Prior year	Tangible fixed assets	Net current assets	Total 2020	Total 2019
Unrestricted general funds	54,696	(41,337)	13,359	13,006
Unrestricted designated funds:				
Vehicle and equipment replacement fund	-	353,040	353,040	313,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	<u>54,696</u>	<u>372,703</u>	<u>427,399</u>	<u>387,046</u>

15 Defined contribution pension plan

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,102 (2020: £2,193).

16 Operating leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Not later than one year	960	960
Later than one and not later than five years	2,400	3,360
Later than five years	-	-
	<u>3,360</u>	<u>4,320</u>