

COMMUNITY TRANSPORT HELPLINE LIMITED

England & Wales · Charity number 1114846

Details

Other names	CTH
Status	Registered
Legal form	Charitable company
Company number	05730319
Registered	2006-06-26
Register	View on the Charity Commission register

Contact

Address	WFDC Depot Green Street Kidderminster Worcestershire DY10 1HA
Phone	01299405832
Email	admin@ctwyre.org.uk
Website	www.ctwyre.org.uk

Activities

Objects: TO PROVIDE A COMMUNITY TRANSPORT SERVICE FOR SUCH OF THE INHABITANTS OF BEWDLEY AND WITHIN THE COUNTY OF WORCESTERSHIRE, WHO ARE IN NEED OF SUCH A SERVICE BECAUSE OF AGE, SICKNESS OR DISABILITY (MENTAL OR PHYSICAL) OR POVERTY, OR BECAUSE OF A LACK OF AVAILABILITY OF ADEQUATE AND SAFE PUBLIC PASSENGER SERVICES

Activities: The principal objective of the charity is to provide a community transport service for such of the inhabitants of Bewdley and within the county of Worcestershire, who are in need of such a service because of age, sickness or disability (mental or physical) or poverty, or because of a lack of availability of adequate and safe public passenger services.

Classification

- **How:** Provides Services
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** BEWDLEY AND WITHIN WORCESTERSHIRE
- Worcestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£85,965	£100,454	-	-
2024-03-31	£93,885	£122,193	-	-
2023-03-31	£87,181	£114,985	-	-
2022-03-31	£80,559	£98,392	-	-
2021-03-31	£139,310	£88,593	-	-

Trustees

Name	Role	Appointed
Trudi Elliott	Chair	2020-03-11
Catherine Foster		2020-05-12
Christopher Leslie Perry		2022-09-01
John Patrick Cadwallader		2022-01-21
Jonathan Charles Crellin		2017-09-01
ROBERT HENRY SMITH		2013-07-15
Sarah Elizabeth Beadsworth		2022-12-01

COMMUNITY TRANSPORT HELPLINE LIMITED

England & Wales - Charity number 1114846

Accounts

REGISTERED COMPANY NUMBER: 05730319 (England and Wales)
REGISTERED CHARITY NUMBER: 1114846

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2025
for
Community Transport Helpline Limited

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Community Transport Helpline Limited

Contents of the Financial Statements
for the Year Ended 31 March 2025

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11

Community Transport Helpline Limited

Report of the Trustees **for the Year Ended 31 March 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the Company remains to provide a community transport service for such of the inhabitants of Bewdley and within the county of Worcestershire, who are in need of such a service because of age, sickness or disability (mental or physical), poverty or because of a lack of adequate and safe public passenger services.

Volunteers

Changes to the Board of Trustees during the year are shown on page 2.

The Company is grateful for the diligent efforts of its volunteers who are involved in service provision and fund raising. We are still in need of volunteers to drive our vehicles and, put simply, without volunteers there would not be a service.

FINANCIAL REVIEW

Reserves policy

The trustees consider it necessary to maintain reserves at a level that enables the Charity to meet its objectives and continue in operation. Our aim is to have sufficient reserves to cover the running costs of the organisation for a period of six months should there be a catastrophic reduction in our income and/or an increase in expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is a limited company, limited by guarantee and incorporated and registered on 6 March 2006. The Company was established under a Memorandum of Association which established the objects and powers of the Charity and is governed under its Articles of Association. In the event of the Company being wound up the liability of the members is limited to £1.

Recruitment and appointment of new trustees

The trustees are also known as members of the Management Committee, under the Articles of Association, and shall comprise of not less than three members. The Management Committee, at its discretion, may admit to membership individuals, corporate bodies, associations, statutory bodies and others, which support the objectives of the Company.

Induction and training of new trustees

Where there is a requirement for new trustees, these would be identified and appointed by the Management Committee. The Chair of the committee is responsible for the induction of any new trustee, which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity.

Risk management

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05730319 (England and Wales)

Registered Charity number

1114846

Community Transport Helpline Limited

Report of the Trustees
for the Year Ended 31 March 2025

Registered office

Council Depot
Green Street
Kidderminster
West Midlands
DY10 1HA

Trustees

J P Cadwallader
R H Smith
J C Crellin
Ms C Foster
Ms T M Elliott
Mrs S E Beadsworth
C L Perry

Company Secretary

Independent Examiner

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Approved by order of the board of trustees on 8 October 2025 and signed on its behalf by:

J P Cadwallader - Trustee

**Independent Examiner's Report to the Trustees of
Community Transport Helpline Limited**

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

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Ben Newbury FCCA

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

9 October 2025

Community Transport Helpline Limited

Statement of Financial Activities
for the Year Ended 31 March 2025

	Notes	31.3.25 Unrestricted fund £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		83,636	92,025
Other trading activities	2	-	(164)
Investment income	3	2,329	2,024
Total		85,965	93,885
EXPENDITURE ON			
Charitable activities			
General activities		100,454	122,193
NET INCOME/(EXPENDITURE)		(14,489)	(28,308)
RECONCILIATION OF FUNDS			
Total funds brought forward		96,418	124,726
TOTAL FUNDS CARRIED FORWARD		81,929	96,418

The notes form part of these financial statements

Community Transport Helpline Limited

Balance Sheet
31 March 2025

	Notes	31.3.25 Unrestricted fund £	31.3.24 Total funds £
FIXED ASSETS			
Tangible assets	8	-	167
CURRENT ASSETS			
Debtors	9	-	676
Cash at bank		82,526	96,287
		82,526	96,963
CREDITORS			
Amounts falling due within one year	10	(597)	(712)
NET CURRENT ASSETS		81,929	96,251
TOTAL ASSETS LESS CURRENT LIABILITIES		81,929	96,418
NET ASSETS		81,929	96,418
FUNDS	11		
Unrestricted funds		81,929	96,418
TOTAL FUNDS		81,929	96,418

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not 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

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 8 October 2025 and were signed on its behalf by:

J P Cadwallader - Trustee

The notes form part of these financial statements

Community Transport Helpline Limited

Notes to the Financial Statements **for the Year Ended 31 March 2025**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

Expenditure

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Community Transport Helpline Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

2.	OTHER TRADING ACTIVITIES	31.3.25	31.3.24
		£	£
	Fundraising events	-	(164)
		<u> </u>	<u> </u>

3.	INVESTMENT INCOME	31.3.25	31.3.24
		£	£
	Deposit account interest	2,329	2,024
		<u> </u>	<u> </u>

4. NET INCOME/(EXPENDITURE)
Net income/(expenditure) is stated after charging/(crediting):

		31.3.25	31.3.24
		£	£
	Depreciation - owned assets	167	11,018
	Hire of plant and machinery	33,322	-
		<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

6. STAFF COSTS

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

		31.3.25	31.3.24
	Administration	2	4
		<u> </u>	<u> </u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

			Unrestricted fund £
	INCOME AND ENDOWMENTS FROM		
	Donations and legacies		92,025
	Other trading activities		(164)
	Investment income		2,024
	Total		<u>93,885</u>
	EXPENDITURE ON		
	Charitable activities		
	General activities		<u>122,193</u>

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2025**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued				Unrestricted fund £
				(28,308)
				124,726
				<u>96,418</u>
8. TANGIBLE FIXED ASSETS				
		Motor vehicles £	Computer equipment £	Totals £
COST				
At 1 April 2024 and 31 March 2025	<u>142,849</u>	<u>330</u>	<u>143,179</u>	
DEPRECIATION				
At 1 April 2024	<u>142,849</u>	<u>163</u>	<u>143,012</u>	
Charge for year	<u>-</u>	<u>167</u>	<u>167</u>	
At 31 March 2025	<u>142,849</u>	<u>330</u>	<u>143,179</u>	
NET BOOK VALUE				
At 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>	
At 31 March 2024	<u>-</u>	<u>167</u>	<u>167</u>	
9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				
			<u>31.3.25</u>	31.3.24
			£	£
Prepayments and accrued income			<u>-</u>	<u>676</u>

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2025**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Pension fund	237	352
Accrued expenses	360	360
	<u>597</u>	<u>712</u>

11. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	96,418	(14,489)	81,929
	<u>96,418</u>	<u>(14,489)</u>	<u>81,929</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	85,965	(100,454)	(14,489)
	<u>85,965</u>	<u>(100,454)</u>	<u>(14,489)</u>

Comparatives for movement in funds

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	124,726	(28,308)	96,418
	<u>124,726</u>	<u>(28,308)</u>	<u>96,418</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	93,885	(122,193)	(28,308)
	<u>93,885</u>	<u>(122,193)</u>	<u>(28,308)</u>

Community Transport Helpline Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	124,726	(42,797)	81,929
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>124,726</u>	<u>(42,797)</u>	<u>81,929</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	179,850	(222,647)	(42,797)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>179,850</u>	<u>(222,647)</u>	<u>(42,797)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

Community Transport Helpline Limited

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	2,437	4,817
Gift aid	-	322
Grants	12,078	19,335
Subscriptions	4,675	3,730
Concessionary fare scheme	11,421	17,474
Car fares and wheelchair income	53,004	45,974
Other income	21	373
	<hr/>	<hr/>
	83,636	92,025
Other trading activities		
Fundraising events	-	(164)
Investment income		
Deposit account interest	2,329	2,024
	<hr/>	<hr/>
Total incoming resources	85,965	93,885
EXPENDITURE		
Charitable activities		
Wages	23,308	58,538
Pensions	-	1,255
Subcontractors	33,322	-
Travel and motor expenses	30,478	32,953
Rent	3,750	5,000
Computers and communications	3,854	5,320
Office costs	2,101	3,033
Advertising	-	1,157
Sundries	-	3,035
Depreciation of motor vehicles	-	10,909
Depreciation of computer equipment	167	109
	<hr/>	<hr/>
	96,980	121,309
Support costs		
Finance		
Bank charges	168	200
Governance costs		
Accountancy and payroll	732	654
Legal and professional fees	2,574	30
	<hr/>	<hr/>
	3,306	684
Total resources expended	<hr/> 100,454	<hr/> 122,193
Net expenditure	<hr/> (14,489)	<hr/> (28,308)

This page does not form part of the statutory financial statements

COMMUNITY TRANSPORT HELPLINE LIMITED

England & Wales - Charity number 1114846

Accounts

REGISTERED COMPANY NUMBER: 05730319 (England and Wales)
REGISTERED CHARITY NUMBER: 1114846

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2024
for
Community Transport Helpline Limited

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Community Transport Helpline Limited

Contents of the Financial Statements
for the Year Ended 31 March 2024

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11

Community Transport Helpline Limited

Report of the Trustees **for the Year Ended 31 March 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the Company remains to provide a community transport service for such of the inhabitants of Bewdley and within the county of Worcestershire, who are in need of such a service because of age, sickness or disability (mental or physical), poverty or because of a lack of adequate and safe public passenger services.

Volunteers

Changes to the Board of Trustees during the year are shown on page 2.

The Company is grateful for the diligent efforts of its volunteers who are involved in service provision and fund raising. We are still in need of volunteers to drive our vehicles and, put simply, without volunteers there would not be a service.

FINANCIAL REVIEW

Reserves policy

The trustees consider it necessary to maintain reserves at a level that enables the Charity to meet its objectives and continue in operation. Our aim is to have sufficient reserves to cover the running costs of the organisation for a period of six months should there be a catastrophic reduction in our income and/or an increase in expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is a limited company, limited by guarantee and incorporated and registered on 6 March 2006. The Company was established under a Memorandum of Association which established the objects and powers of the Charity and is governed under its Articles of Association. In the event of the Company being wound up the liability of the members is limited to £1.

Recruitment and appointment of new trustees

The trustees are also known as members of the Management Committee, under the Articles of Association, and shall comprise of not less than three members. The Management Committee, at its discretion, may admit to membership individuals, corporate bodies, associations, statutory bodies and others, which support the objectives of the Company.

Induction and training of new trustees

Where there is a requirement for new trustees, these would be identified and appointed by the Management Committee. The Chair of the committee is responsible for the induction of any new trustee, which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity.

Risk management

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05730319 (England and Wales)

Registered Charity number

1114846

Community Transport Helpline Limited

Report of the Trustees
for the Year Ended 31 March 2024

Registered office

Unit 18 Wilden Industrial Estate
Wilden Lane
Stourport On Severn
Worcestershire
DY13 9JY

Trustees

J P Cadwallader
R H Smith
J C Crellin
Ms C Foster
Barbara Sloan (resigned 11.9.23)
Ms T M Elliott
Ms S E Beadsworth
C L Perry

Company Secretary

Independent Examiner

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Approved by order of the board of trustees on and signed on its behalf by:

.....
J P Cadwallader - Trustee

**Independent Examiner's Report to the Trustees of
Community Transport Helpline Limited**

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

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Ben Newbury FCCA

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Date:

Community Transport Helpline Limited

Statement of Financial Activities
for the Year Ended 31 March 2024

	Notes	31.3.24 Unrestricted fund £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		92,025	84,063
Other trading activities	2	(164)	2,166
Investment income	3	2,024	952
Total		<u>93,885</u>	<u>87,181</u>
EXPENDITURE ON			
Charitable activities			
General activities		122,193	114,985
NET INCOME/(EXPENDITURE)		(28,308)	(27,804)
RECONCILIATION OF FUNDS			
Total funds brought forward		124,726	152,530
TOTAL FUNDS CARRIED FORWARD		<u><u>96,418</u></u>	<u><u>124,726</u></u>

The notes form part of these financial statements

Community Transport Helpline Limited

Balance Sheet
31 March 2024

	Notes	31.3.24 Unrestricted fund £	31.3.23 Total funds £
FIXED ASSETS			
Tangible assets	8	167	11,185
CURRENT ASSETS			
Debtors	9	676	502
Cash at bank		96,287	113,548
		96,963	114,050
CREDITORS			
Amounts falling due within one year	10	(712)	(509)
NET CURRENT ASSETS		96,251	113,541
TOTAL ASSETS LESS CURRENT LIABILITIES		96,418	124,726
NET ASSETS		96,418	124,726
FUNDS	11		
Unrestricted funds		96,418	124,726
TOTAL FUNDS		96,418	124,726

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not 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

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
J P Cadwallader - Trustee

The notes form part of these financial statements

Community Transport Helpline Limited

Notes to the Financial Statements **for the Year Ended 31 March 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

Expenditure

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Community Transport Helpline Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

2. OTHER TRADING ACTIVITIES

	31.3.24	31.3.23
	£	£
Fundraising events	<u>(164)</u>	<u>2,166</u>

3. INVESTMENT INCOME

	31.3.24	31.3.23
	£	£
Deposit account interest	<u>2,024</u>	<u>952</u>

4. NET INCOME/(EXPENDITURE)

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

	31.3.24	31.3.23
	£	£
Depreciation - owned assets	<u>11,018</u>	<u>35,766</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

6. STAFF COSTS

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

	31.3.24	31.3.23
Administration	<u>4</u>	<u>2</u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	84,063
Other trading activities	2,166
Investment income	952
Total	<u>87,181</u>
EXPENDITURE ON	
Charitable activities	
General activities	<u>114,985</u>

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
NET INCOME/(EXPENDITURE)	(27,804)
 RECONCILIATION OF FUNDS	
Total funds brought forward	152,530
	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>124,726</u>

8. TANGIBLE FIXED ASSETS

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 April 2023 and 31 March 2024	<u>142,849</u>	<u>330</u>	<u>143,179</u>
DEPRECIATION			
At 1 April 2023	131,940	54	131,994
Charge for year	<u>10,909</u>	<u>109</u>	<u>11,018</u>
At 31 March 2024	<u>142,849</u>	<u>163</u>	<u>143,012</u>
NET BOOK VALUE			
At 31 March 2024	<u>-</u>	<u>167</u>	<u>167</u>
At 31 March 2023	<u>10,909</u>	<u>276</u>	<u>11,185</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24	31.3.23
	£	£
Prepayments and accrued income	<u>676</u>	<u>502</u>

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24	31.3.23
	£	£
Pension fund	352	245
Accrued expenses	360	264
	<hr/>	<hr/>
	712	509
	<hr/> <hr/>	<hr/> <hr/>

11. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	124,726	(28,308)	96,418
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	124,726	(28,308)	96,418
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	93,885	(122,193)	(28,308)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	93,885	(122,193)	(28,308)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Comparatives for movement in funds

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	152,530	(27,804)	124,726
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	152,530	(27,804)	124,726
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	87,181	(114,985)	(27,804)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	87,181	(114,985)	(27,804)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Community Transport Helpline Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	152,530	(56,112)	96,418
TOTAL FUNDS	<u>152,530</u>	<u>(56,112)</u>	<u>96,418</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	181,066	(237,178)	(56,112)
TOTAL FUNDS	<u>181,066</u>	<u>(237,178)</u>	<u>(56,112)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

Community Transport Helpline Limited

Detailed Statement of Financial Activities
for the Year Ended 31 March 2024

	31.3.24 £	31.3.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,817	3,102
Gift aid	322	162
Grants	19,335	23,104
Subscriptions	3,730	3,548
Concessionary fare scheme	17,474	18,930
Car fares and wheelchair income	45,974	34,690
Other income	373	527
	<hr/>	<hr/>
	92,025	84,063
Other trading activities		
Fundraising events	(164)	2,166
Investment income		
Deposit account interest	2,024	952
	<hr/>	<hr/>
Total incoming resources	93,885	87,181
EXPENDITURE		
Charitable activities		
Wages	58,538	42,191
Pensions	1,255	1,262
Travel and motor expenses	32,953	20,923
Light, heat and water	-	780
Rent	5,000	5,000
Computers and communications	5,320	4,403
Office costs	3,033	3,460
Advertising	1,157	-
Sundries	3,035	276
Depreciation of motor vehicles	10,909	35,712
Depreciation of computer equipment	109	54
	<hr/>	<hr/>
	121,309	114,061
Support costs		
Finance		
Bank charges	200	192
Governance costs		
Accountancy and payroll	654	683
Legal and professional fees	30	49
	<hr/>	<hr/>
	684	732
	<hr/>	<hr/>
Total resources expended	122,193	114,985
	<hr/>	<hr/>
Net expenditure	(28,308)	(27,804)
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

COMMUNITY TRANSPORT HELPLINE LIMITED

England & Wales - Charity number 1114846

Accounts

REGISTERED COMPANY NUMBER: 05730319 (England and Wales)
REGISTERED CHARITY NUMBER: 1114846

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for
Community Transport Helpline Limited

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Community Transport Helpline Limited

Contents of the Financial Statements
for the Year Ended 31 March 2023

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11

Community Transport Helpline Limited

Report of the Trustees **for the Year Ended 31 March 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the Company remains to provide a community transport service for such of the inhabitants of Bewdley and within the county of Worcestershire, who are in need of such a service because of age, sickness or disability (mental or physical), poverty or because of a lack of adequate and safe public passenger services.

Volunteers

Changes to the Board of Trustees during the year are shown on page 2.

The Company is grateful for the diligent efforts of its volunteers who are involved in service provision and fund raising. We are still in need of volunteers to drive our vehicles and, put simply, without volunteers there would not be a service.

FINANCIAL REVIEW

Reserves policy

The trustees consider it necessary to maintain reserves at a level that enables the Charity to meet its objectives and continue in operation. Our aim is to have sufficient reserves to cover the running costs of the organisation for a period of six months should there be a catastrophic reduction in our income and/or an increase in expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is a limited company, limited by guarantee and incorporated and registered on 6 March 2006. The Company was established under a Memorandum of Association which established the objects and powers of the Charity and is governed under its Articles of Association. In the event of the Company being wound up the liability of the members is limited to £1.

Recruitment and appointment of new trustees

The trustees are also known as members of the Management Committee, under the Articles of Association, and shall comprise of not less than three members. The Management Committee, at its discretion, may admit to membership individuals, corporate bodies, associations, statutory bodies and others, which support the objectives of the Company.

Induction and training of new trustees

Where there is a requirement for new trustees, these would be identified and appointed by the Management Committee. The Chair of the committee is responsible for the induction of any new trustee, which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity.

Risk management

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05730319 (England and Wales)

Registered Charity number

1114846

Community Transport Helpline Limited

Report of the Trustees
for the Year Ended 31 March 2023

Registered office

Unit 18 Wilden Industrial Estate
Wilden Lane
Stourport On Severn
Worcestershire
DY13 9JY

Trustees

J P Cadwallader
R H Smith
J C Crellin
Ms C Foster
Ms B Sloan (resigned 11.9.23)
Ms T M Elliott
Ms S E Beadsworth (appointed 1.12.22)
C L Perry (appointed 1.9.22)

Company Secretary

Independent Examiner

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Approved by order of the board of trustees on and signed on its behalf by:

.....
J P Cadwallader - Trustee

**Independent Examiner's Report to the Trustees of
Community Transport Helpline Limited**

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

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Ben Newbury FCCA

Attwoods
Chartered Certified Accountants
182 Worcester Road
Bromsgrove
Worcestershire
B61 7AZ

Date:

Community Transport Helpline Limited

Statement of Financial Activities
for the Year Ended 31 March 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		84,063	79,537
Other trading activities	2	2,166	782
Investment income	3	952	240
Total		<u>87,181</u>	<u>80,559</u>
EXPENDITURE ON			
Charitable activities			
General activities		114,985	98,392
NET INCOME/(EXPENDITURE)		(27,804)	(17,833)
RECONCILIATION OF FUNDS			
Total funds brought forward		152,530	170,363
TOTAL FUNDS CARRIED FORWARD		<u><u>124,726</u></u>	<u><u>152,530</u></u>

The notes form part of these financial statements

Community Transport Helpline Limited

Balance Sheet
31 March 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
FIXED ASSETS			
Tangible assets	8	11,185	46,621
CURRENT ASSETS			
Debtors	9	502	4,369
Cash at bank		113,548	102,030
		114,050	106,399
CREDITORS			
Amounts falling due within one year	10	(509)	(490)
NET CURRENT ASSETS		113,541	105,909
TOTAL ASSETS LESS CURRENT LIABILITIES		124,726	152,530
NET ASSETS		124,726	152,530
FUNDS	11		
Unrestricted funds		124,726	152,530
TOTAL FUNDS		124,726	152,530

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not 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

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
J P Cadwallader - Trustee

The notes form part of these financial statements

Community Transport Helpline Limited

Notes to the Financial Statements **for the Year Ended 31 March 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

Expenditure

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Fundraising events	<u>2,166</u>	<u>782</u>

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	<u>952</u>	<u>240</u>

4. NET INCOME/(EXPENDITURE)

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

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	<u>35,766</u>	<u>23,311</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

6. STAFF COSTS

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

	31.3.23	31.3.22
Administration	<u>2</u>	<u>2</u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	79,537
Other trading activities	782
Investment income	240
Total	<u>80,559</u>
EXPENDITURE ON	
Charitable activities	
General activities	<u>98,392</u>
NET INCOME/(EXPENDITURE)	(17,833)

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
fund
£

RECONCILIATION OF FUNDS

Total funds brought forward

170,363

TOTAL FUNDS CARRIED FORWARD

152,530

8. TANGIBLE FIXED ASSETS

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 April 2022	142,849	-	142,849
Additions	-	330	330
	<u>142,849</u>	<u>330</u>	<u>143,179</u>
At 31 March 2023	142,849	330	143,179
	<u>142,849</u>	<u>330</u>	<u>143,179</u>
DEPRECIATION			
At 1 April 2022	96,228	-	96,228
Charge for year	35,712	54	35,766
	<u>96,228</u>	<u>54</u>	<u>96,282</u>
At 31 March 2023	131,940	54	131,994
	<u>131,940</u>	<u>54</u>	<u>131,994</u>
NET BOOK VALUE			
At 31 March 2023	10,909	276	11,185
	<u>10,909</u>	<u>276</u>	<u>11,185</u>
At 31 March 2022	46,621	-	46,621
	<u>46,621</u>	<u>-</u>	<u>46,621</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Prepayments and accrued income	502	4,369
	<u>502</u>	<u>4,369</u>

Community Transport Helpline Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Pension fund	245	234
Accrued expenses	264	256
	<hr/>	<hr/>
	509	490
	<hr/> <hr/>	<hr/> <hr/>

11. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At
	£	£	31.3.23
			£
Unrestricted funds			
General fund	152,530	(27,804)	124,726
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	152,530	(27,804)	124,726
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	87,181	(114,985)	(27,804)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	87,181	(114,985)	(27,804)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At
	£	£	31.3.22
			£
Unrestricted funds			
General fund	170,363	(17,833)	152,530
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	170,363	(17,833)	152,530
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	80,559	(98,392)	(17,833)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	80,559	(98,392)	(17,833)
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Community Transport Helpline Limited

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	170,363	(45,637)	124,726
TOTAL FUNDS	<u>170,363</u>	<u>(45,637)</u>	<u>124,726</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	167,740	(213,377)	(45,637)
TOTAL FUNDS	<u>167,740</u>	<u>(213,377)</u>	<u>(45,637)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

Community Transport Helpline Limited

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,102	15,963
Grants	25,991	21,391
Subscriptions	3,548	4,404
Concessionary fare scheme	18,930	17,474
Car fares and wheelchair income	31,965	19,883
Other income	527	422
	<hr/>	<hr/>
	84,063	79,537
Other trading activities		
Fundraising events	2,166	782
Investment income		
Deposit account interest	952	240
	<hr/>	<hr/>
Total incoming resources	87,181	80,559
EXPENDITURE		
Charitable activities		
Wages	42,191	40,293
Pensions	1,262	1,429
Travel and motor expenses	20,923	19,124
Light, heat and water	780	-
Rent	5,000	4,000
Computers and communications	4,403	4,234
Office costs	3,460	3,221
Sundries	276	1,771
Depreciation of motor vehicles	35,712	23,311
Depreciation of computer equipment	54	-
	<hr/>	<hr/>
	114,061	97,383
Support costs		
Finance		
Bank charges	192	56
Governance costs		
Accountancy and payroll	683	953
Legal and professional fees	49	-
	<hr/>	<hr/>
	732	953
Total resources expended	<hr/> 114,985	<hr/> 98,392
Net expenditure	<hr/> (27,804)	<hr/> (17,833)

This page does not form part of the statutory financial statements

COMMUNITY TRANSPORT HELPLINE LIMITED

England & Wales - Charity number 1114846

Accounts

COMMUNITY TRANSPORT HELPLINE LIMITED
(Limited by guarantee)

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021
(Registered in England, Number 5730319)

COMMUNITY TRANSPORT HELPLINE LIMITED

TRUSTEES' REPORT

The trustees present their annual report and financial statements for the year ended 31 March 2021.

Statement of trustees' responsibilities

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). In preparing those financial statements, the trustees are required to:

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

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

Status

The company is limited by guarantee and is a registered charity (number 1114846).

Governing Document

The Charity is a charitable limited company, limited by guarantee and incorporated and registered on 6 March 2006. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up the liability of the members is limited to £1.

Recruitment and appointment of new trustees

The trustees are also known as members of the Management Committee, under the Articles of Association, and shall comprise of not less than three members. The management committee at its discretion may admit to membership individuals, corporate bodies, associations, statutory bodies and others, which support the objectives of the company.

Induction and training of new trustees

Where there is a requirement for new trustees, these would be identified and appointed by the management committee. The Chair of the committee is responsible for the induction of any new trustee, which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the charity.

Risk management

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

Objectives and aims

The principal objective of the company remains to provide a community transport service for such of the inhabitants of Bewdley and within the County of Worcestershire, who are in need of such a service because of age, sickness or disability (mental or physical), poverty or because of a lack of adequate and safe public passenger services.

Significant activities

To achieve its objectives the company continued to provide a community transport service.

COMMUNITY TRANSPORT HELPLINE LIMITED TRUSTEES' REPORT (continued)

Volunteers

Changes to the Board of Trustees during the year are shown on page 4.

The company is grateful for the diligent efforts of its volunteers who are involved in service provision and fund raising. We are still in need of volunteers to drive our vehicles and put simply, without volunteers there would not be a service.

Achievement and performance

During the year the charity:

- (a) Continued to obtain funding to make the operation viable
- (b) Provided the community it served with their special transport needs
- (c) Continued to be approved by Worcestershire County Council as a community transport operator in North West Worcestershire including Redditch and Bromsgrove

2020/21 report

The year has been dominated by the COVID pandemic. Demand fell away as passengers, under Government direction, were unable to leave home and even when restrictions were relaxed many passengers were shielding or reluctant to make journeys as previously. The number of available drivers also reduced for the same reasons. During the year we were given little option but to mothball the service for a couple of extended periods.

From a financial point of view the Government Job retention Scheme has been a lifeline. Under the Scheme the Government paid 80% of the wage bill for workers who were furloughed. As a good employer we paid the remaining 20% of their wages so that staff were not disadvantaged during the periods of enforced closure.

In 2019/20 we provided 26,030 journeys. In 2020/21 we provided 6,098 Journeys. This is a dramatic decrease in our activity.

	Journeys		%	
	2019/20	2020/21	2019/20	2020/21
Hospital	5,809	506	22.3	8.3
GP surgery appointments	2,757	0	10.6	0
Other medical appointments (opticians, dentists etc)	1,039	392	4.0	6.4
Hospital visiting	1,310	274	5.0	4.5
Day centres/clubs	7,206	2,838	27.7	46.5
Social/shopping	6,915	687	26.6	11.3
Other	994	1,401	3.8	23.0
	26,030	6,098	100.0	100.00
	=====	=====	=====	=====

The organisation will continue to face operational challenges in fulfilling passenger demand and expectation as our activity level returns to something like "normal" although we are unable to predict the rate at which demand picks up. To service this demand and be able to successfully schedule journeys we still need to recruit additional volunteer drivers. We have two paid staff and will continue to monitor staffing levels in terms of both paid and volunteer office staff, so that our staffing level matches operational demand.

COMMUNITY TRANSPORT HELPLINE LIMITED TRUSTEES' REPORT (continued)

Reserves policy

The trustees consider it necessary to maintain reserves at a level that enables the charity to meet its objectives and continue in operation. Our aim is to have sufficient reserves to cover the running costs of the organisation for a period of six months should there be a catastrophic reduction in our income and/or an increase in expenditure. The last year has certainly been such a period. However, through donations and the Government Job Retention Scheme, we have managed to maintain our reserves at the same level. Any additional funding will be allocated to the replacement of our vehicles.

Funding

The accounts for 2020/21 have been checked and verified by Fullard Duffill Limited and submitted, as required, to Companies House and the Charity Commission.

Total income was £139,310 with expenditure of £88,593 resulting in a surplus of £50,717.

We aim to maintain a modern fleet of vehicles and purchased two during the year. We were fortunate to be awarded Lottery funding to be able to purchase one of the vehicles.

We have no outstanding debts.

Our principal funding sources are local council grants and passenger fares. The depressed number of passenger journeys meant that our income from this source was severely reduced.

The Trustees continue to keep running costs under review. During the year we received a Coronavirus Community Support Fund grant of £50,000 along with £38,000 in donations and grants and £27,500 from the Government Job Retention Scheme. The Trustees are very grateful for all contributions which are an essential part of our income and these items have obviously helped considerably in maintaining our financial security and will considerably aid our organisational recovery

We received £270 interest from our Nationwide Savings account.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Charitable expenditure comprises those incurred by the charity for the activities and services for its beneficiaries. Governance costs include those associated with meeting the constitutional and statutory requirements of the charity.

The financial future

As we resume our service there will be many unknowns and the years ahead will continue to be a financial challenge in responding to what will be increasing demand. Through good management our finances are currently in a sound position, but our expenditure is increasing and we will need to raise our income to match that increase in expenditure. We will again be relying upon fund raising and donations to make significant additions to our income.

COMMUNITY TRANSPORT HELPLINE LIMITED
TRUSTEES' REPORT (continued)

Trustees

The trustees who served during the year were as follows:

R Smith	Chair (Secretary to 10 May 2020)
D Durant	Treasurer
J Crellin	
J Hull	Resigned 1 September 2020
Mrs T Elliott	
Mrs B Sloan	Appointed 10 May 2020 (Secretary from 11 May 2020)
Mrs C Foster	Appointed 12 May 2020

Registered office

Unit 6
Foley Business Park
Stourport Road
Kidderminster
Worcestershire
DY11 7QL

Independent Examiners

Fullard Duffill Limited
106 Birmingham Road
Bromsgrove
Worcestershire
B61 0DF

This report, which has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 was approved by the board on 18 May 2021 and signed on its behalf by:

David Peter Durant
Treasurer

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF

COMMUNITY TRANSPORT HELPLINE LIMITED

We report on the financial statements of the Charity for the year ended 31 March 2021 which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiners

The Charity's Trustees are responsible for the preparation of the financial statements. The Charity's Trustees consider that an audit is not required this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is our responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act and
- (iii) to state whether particular matters have come to our attention

Basis of independent examiners' report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiners' statement

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Fullard Duffill Limited
Chartered Accountants
Bromsgrove

18 May 2021

COMMUNITY TRANSPORT HELPLINE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Income and expenditure account			
Incoming resources from charitable activities:			
Concessionary fare scheme		17,508	17,677
Car fares and wheelchair income		3,249	33,235
Grants		37,310	23,843
Coronavirus Community Support Fund Grant		50,000	-
Subscriptions		2,760	5,691
Contracts and projects		-	1,358
Donations and fundraising		701	12,276
Furlough receipts		27,512	-
Sundry income		-	2,084
Bank interest		270	726
Total incoming resources		139,310	96,890
Resources expended			
Charitable expenditure:			
Costs of charitable activities	3	85,083	95,751
Administration costs		3,510	4,058
Total resources expended		88,593	99,809
Net incoming/(outgoing) resources for the year		50,717	(2,919)
Net movement in funds		50,717	(2,919)
Fund balances at 1 April 2020		119,646	122,565
Fund balances at 31 March 2021		170,363	119,646

There were no recognised gains or losses other than the deficit for the year. There were no acquisitions or discontinued operations during the year.

COMMUNITY TRANSPORT HELPLINE LIMITED
(Registered Number 5730319)

BALANCE SHEET

AT 31 MARCH 2021

	Note	2021 £	£	2020 £	£
Tangible fixed assets	4		69,932		6,351
Current assets					
Other debtors		-		21,467	
Current bank account		43,949		55,616	
Savings account		56,482		36,212	
		100,431		113,295	
Creditors: Amounts falling due within one year:					
Other creditors		-		-	
Net current assets			100,431		113,295
Total assets less current liabilities			170,363		119,646
Net assets			170,363		119,646
			=====		=====
Unrestricted funds					
Income and expenditure account			170,363		119,646
			=====		=====

For the 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.

Trustees' responsibilities:

- the members have not required the company to obtain an audit of its financial statements for the year in accordance with section 476 of the Act
- the trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements
- these financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and were approved by the trustees on 18 May 2021.

David Peter Durant
Treasurer and Trustee

COMMUNITY TRANSPORT HELPLINE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. Status of company

The charity is a company limited by guarantee and does not have a share capital. The liability of the members is limited but shall not exceed £1.

2. Principal accounting policies

The following policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

(a) Basis of preparation

The financial statements have been prepared under the historical cost accounting convention and they have been prepared in accordance with the Statement of Recommended Practice applicable to charities – Charities SORP (FRS 102) and the Financial Reporting Standard (FRS 102) and applicable UK accounting standards and the Companies Act 2006. They include the results of the company's operations which are described in the Trustees' Report and all of which are continuing.

(b) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Motor vehicles – 25% straight line

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. There are no restricted or designated funds.

(d) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

(e) Resources expended

All expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered, and has been classified under headings that aggregate all costs related to the category.

Administration costs are those incurred in connection with the administration of the charity and compliance with statutory requirements.

(f) Financial instruments

The charity only has financial assets and 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.

COMMUNITY TRANSPORT HELPLINE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

3. Costs of charitable activities

	2021	2020
	£	£
Staff costs	41,918	49,003
Travelling and motor expenses	7,055	21,706
Computers and communications	3,692	4,151
Fund raising costs	-	1,595
Sundries	4,756	6,895
Depreciation less profit on disposal	27,662	12,401
	85,083	95,751
	=====	=====

No trustee received any remuneration or expenses during the year (2020: nil). There were 3 salaried staff during the year (2020:3)

4. Tangible fixed assets

	£
Motor vehicles	
Cost	
At 1 April 2020	63,871
Additions	93,243
Disposals	(14,265)
At 31 March 2021	142,849
	=====
Depreciation	
At 1 April 2020	57,520
Charge for the year	29,662
Disposals	(14,265)
At 31 March 2021	72,917
	=====
Net Book Value	
At 31 March 2021	69,932
	=====
At 31 March 2020	6,351
	=====