

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
	2	4
Administration	<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
	<u> </u>
Total	93,885
 EXPENDITURE ON	
Charitable activities	
General activities	122,193
	<u> </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
£

NET INCOME/(EXPENDITURE) (28,308)

RECONCILIATION OF FUNDS

Total funds brought forward 124,726

TOTAL FUNDS CARRIED FORWARD 96,418

8. TANGIBLE FIXED ASSETS

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 April 2024 and 31 March 2025	142,849	330	143,179
DEPRECIATION			
At 1 April 2024	142,849	163	143,012
Charge for year	-	167	167
At 31 March 2025	142,849	330	143,179
NET BOOK VALUE			
At 31 March 2025	-	-	-
At 31 March 2024	-	167	167

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Prepayments and accrued income	-	676

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
	<hr/>	<hr/>
	597	712
	<hr/>	<hr/>

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
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	96,418	(14,489)	81,929
	<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	85,965	(100,454)	(14,489)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	85,965	(100,454)	(14,489)
	<hr/>	<hr/>	<hr/>

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
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	124,726	(28,308)	96,418
	<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	93,885	(122,193)	(28,308)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	93,885	(122,193)	(28,308)
	<hr/>	<hr/>	<hr/>

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
	<hr/>	<hr/>
Total resources expended	100,454	122,193
	<hr/>	<hr/>
Net expenditure	(14,489)	(28,308)
	<hr/>	<hr/>

This page does not form part of the statutory financial statements