

**Community Transport (South West) Limited**  
(A Charitable Company Limited by Guarantee)

**Annual Report and Financial Statements**

**For the Year Ended 31 December 2021**

**Company Number: 06014757**  
**Charity Registered in England and Wales Number: 1118417**

**Community Transport (South West) Limited**  
Contents  
For the Year Ended 31 December 2021

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**Community Transport (South West) Limited**  
Reference and Administrative Details  
For the Year Ended 31 December 2021

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<b>Trustees and Directors</b>	M Batchelor L Creek M Forbes J Lang B Maxwell I Speight (Chair)
<b>Community Transport Manager</b>	V Butcher
<b>Company Secretary</b>	B Maxwell
<b>Principal Office and Registered Office</b>	Unit 5 Yeovil Small Business Centre Houndstone Business Park Memorial Road Yeovil Somerset BA22 8WA
<b>Solicitors</b>	Porter Dodson The Close Church Path Yeovil Somerset BA20 1HH
<b>Accountants</b>	Albert Goodman LLP Goodwood House Blackbrook Park Avenue Taunton Somerset TA1 2PX
<b>Bankers</b>	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

## **Community Transport (South West) Limited**

### **Trustees' Report**

**For the Year Ended 31 December 2021**

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The trustees, who are also directors for the purposes of the Companies Act, present their report and the financial statements of the charity for the year ended 31 December 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 note 1 and comply with the charity's memorandum and articles of association. 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)" have been adopted in preparing the annual report and financial statements of the charity, and they are in accordance with the special provision relating to small companies within Part 15 of the Companies Act 2006.

### **Structure, governance and management**

Community Transport (South West) Limited is a company limited by guarantee, was incorporated on 30 November 2006. The charity was previously known by the name of South Somerset Association for Voluntary and Community Action Limited ("SSVCA") until a change of name resolution was passed on 29 May 2019.

The governing document of Community Transport (South West) Limited is the memorandum and articles of association dated 30 November 2006.

The trustees, who are also the directors for the purpose of company law, who served during the year and since the year end were:

M Batchelor  
M Forbes  
J Lang  
B Maxwell  
L Creek  
I Speight (Chair)

New trustees are invited to become trustees by the existing trustees and resign at the subsequent Annual General Meeting when they can seek re-election. At each subsequent Annual General Meeting one third of the trustees shall retire from office by rotation being those longest in office, and they can seek re-election.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of winding up.

A procedure has been introduced for the induction and training of trustees.

The trustees attend board meetings every two months. The trustees delegate the overall management of to the Chief Administration Officer. The Community Transport General Manager reports directly to Trustees on operational matters.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The trustees regularly review their documented risk management policies.

**Community Transport (South West) Limited**  
Trustees' Report  
For the Year Ended 31 December 2021

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**Objectives and activities**

Community Transport (South West) Limited is established to address unmet need in South Somerset by providing high quality support to voluntary and community sector organisations and where appropriate through direct provision of services such as Community Transport.

**Chair's report**

Yet again, I am happy to report that Community Transport South West Ltd. has not only survived a turbulent year but modestly prospered under the direction of Victoria and her team.

Due to covid the school routes were scaled back during January and February although we continued to have support from county.

It did benefit us in that our car scheme and slinky busses were extensively used for transport to vaccination centres, subsidised by Somerset County Council.

In June we retained our existing school contracts and were awarded two more.

In August we recommenced trips for the elderly to seaside resorts with great success and look forward to continuing them in the future.

Just as in February, covid restrictions were being eased, the massive shock to the world economy occasioned by Russia's attack on Ukraine raised the spectre of uncontrolled fuel increases and events that could destabilise our country, let alone Community Transport, however we anticipate that we would have assistance with our contracts to acknowledge unavoidable increase in costs and that Community Transport South West will continue to serve the community as well in the future as in the past.

Ian Speight,  
Chairman of Trustees.

## **Community Transport South West Limited**

I ended last year's report with the following: -

As we enter a new year we are still living with the pandemic and all the restrictions and stresses that it brings. In December 2020, a vaccine was found, and the government set about ensuring the whole adult population of the country had access to the vaccine. CTSW Ltd, working with SCC provide a vital service via the Slinky buses transporting clients to the pop-up vaccination centres, which included, Gateway Church Yeovil, Henhayes Centre Crewkerne, Dillington House Ilminster, as well as Bath & West Showground Shepton Mallett. We were also lucky enough to get staff vaccinated earlier than the age categories that the government strategy laid out. As well as managing to join the Lateral Flow Testing program which meant that we were able to test staff twice a week. This meant any positive cases that may occur we would be able to shut down the school route/Slinky Bus and reduce the risk of transmission.

Hoping that we would start to say goodbye to COVID..... How wrong could I be.

Schools started to re-open again in March 2022. COVID vaccinations continued all the way through 2021 and into 2022. Facemasks, continued as well as social distancing. Many of our social groups did not open until September 2021. COVID cases remained high throughout the year. Life started to get back to normal, but COVID was still the main topic of conversation and a worry for business as well individual staff.

We remained lucky and had very few COVID cases amongst the staff, we had a zero spread amongst staff as well, which proved all the hard work and precautions taken for infection control were working. I feel that in the nearly 2 years we have been living with COVID considering the close environment our minibuses operate, this is a massive achievement, and I am proud of all my staff for keeping the virus under control and our clients safe.

In May 2021 we decided to test the water and plan some trips for August 2021, after careful consideration we decided to keep these trips to outdoor venues only. Instead of our seaside and garden centres trips We only did seaside visits including Weymouth, Weston Super Mare, and Swanage to name a few and limited the capacity on each bus. The trips were extremely successful, and we had a record-breaking number of clients travelling.

Fiveways and Fairmead schools completed their expansion program was completed for September 2021. This resulted in an extra route for Fairmead and despite COVID all the school buses being filled to maximum capacity. We were also luck in that all the School Contracts were up for renewal - once we tendered for them, we were awarded them back.

It became obvious that we would need to replace 3 vehicles from the existing fleet as well leasing 2 vehicles for the new contracts awarded. We placed an order in July for 3 new wheelchair accessible vehicles. The Conversion company original said April 2022 would be the earliest delivery. In September 2021, the conversion company returned the order and said that they would not be excepting any new orders until at least April 2022, this is still the case.

Many of our pre-COVID slinky clients started to return to the buses for shopping and medical journeys by September 2021. All in line with restrictions wearing a Facemask.

## **Community Transport (South West) Limited**

### **Trustees' Report**

For the Year Ended 31 December 2021

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In December 2021, both myself and the Operations Manager were invited to Goodfellowship Christmas lunch with the mayor in attendance, it was good to see all our elderly clients mixing and enjoying themselves. Not wishing to ruin anyone's Christmas we celebrated the end of the Autumn term and 2021 with bacon rolls and a cuppa outside the office, this was the 1st time in nearly 2 years that everyone had got together at the same time

We left 2021 with a new variant and COVID cases on the increase again. Despite this the government lifted all COVID restrictions at the end of February 2022. Uncertainty is looming with regards to fuel, gas and electricity prices rising, and there is a great deal of unsettlement between the Ukraine and Russia. Little did we know at the end 2021 what a huge financial impact this would have on everyone's lives.

The key to getting through 2022 will be to constantly watch suppliers' prices and keep a close eye on our customer income to ensure that we will be fine in 2022.

2020 and 2021 were both challenging years and Community Transport South West Ltd, would not have made through the years with a great team working together. I really do have a team I am proud of.

Victoria Butcher  
General Manager  
June 2022

### **Public benefit**

The trustees report that the charitable activities described in the paragraphs above are for the public benefit. The trustees also confirm that they have complied with section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

### **Financial review**

During the year incoming resources amounted to £733,103 (2020 – £632,756). Charitable expenditure during the year amounted to £740,592 (2020 – £602,713) and further analysis is provided in note 5 to the financial statements.

This resulted in a deficit generated of £7,489 (2020 – surplus of £30,043). Within this deficit is depreciation and a loss on disposal of £30,714, which when added back would give a net trading position of a surplus of £23,225.

As at the year end, the charity held reserves of £176,523, all unrestricted (2020 - £184,012, all unrestricted). This included £162,895 (2020 - £132,911) of cash reserves.

### **Reserves policy**

The charity has a reserves policy aiming to hold sufficient reserves to enable the charity to operate for 3 months without any funding sources. This would equate to reserves of approximately £183,000. Free reserves at the end of the year were £165,468, which is considered to be an excellent result given that this is only the third year of operation of the charity with a single focus on Community Transport. It is the aim of the trustees that this reserves level will be built to the desired amount over the course of the next 3 years.

### **Fundraising**

Community Transport (South West) Limited has not undertaken any public fundraising activities in 2021, with all income coming from services provided and grants.

**Community Transport (South West) Limited**  
Trustees' Report  
For the Year Ended 31 December 2021

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**Pay setting arrangements for Key Management Personnel**

Decisions on pay for key management personnel are made on an annual basis by the trustees.

**Statement of Trustees Responsibilities**

The trustees (who are also directors of South Somerset Association for Voluntary and Community Action Limited for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the Director's Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, *the Financial Reporting Standard applicable in the UK and the Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

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

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 20/07/2022 and signed on their behalf by:

**B Maxwell**  
Trustee



**Community Transport (South West) Limited**  
Independent Examiners Report to the Trustees  
For the Year Ended 31 December 2021

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**Independent examiners report to the Trustees of Community Transport (South West) Limited**

I report to the charity trustees on my examination of the accounts of Community Transport (South West) ("the Company") for the year ended 31 December 2021.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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

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

Michelle Ferris BSc (Hons) FCA DChA

Goodwood House  
Blackbrook Park Avenue  
Taunton  
Somerset  
TA1 2PX

Date: 18/08/2022

**Community Transport (South West) Limited****Statement of Financial Activities (including Income and Expenditure Account)**  
**For the Year Ended 31 December 2021**

	Notes	Unres- tricted £	Res- tricted £	Total 2021 £	Unres- tricted £	Res- tricted £	Total 2020 £
<b>Income:</b>							
Donations and gifts	2	2,647	-	2,647	10,867	-	10,867
Charitable activities	3	719,947	-	719,947	611,143	-	611,143
Other income	4	10,509	-	10,509	10,746	-	10,746
<b>Total income</b>		<b>733,103</b>	<b>-</b>	<b>733,103</b>	<b>632,756</b>	<b>-</b>	<b>632,756</b>
<b>Expenditure:</b>							
Charitable activities	5	740,592	-	740,592	602,713	-	602,713
<b>Total expenditure</b>		<b>740,592</b>	<b>-</b>	<b>740,592</b>	<b>602,713</b>	<b>-</b>	<b>602,713</b>
<b>Net income/(expenditure) for the year</b>		<b>(7,489)</b>	<b>-</b>	<b>(7,489)</b>	<b>30,043</b>	<b>-</b>	<b>30,043</b>
Transfers in funds	12	-	-	-	-	-	-
<b>Net movement in funds for the year</b>		<b>(7,489)</b>	<b>-</b>	<b>(7,489)</b>	<b>30,043</b>	<b>-</b>	<b>30,043</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		184,012	-	184,012	153,969	-	153,969
<b>Total funds carried forward</b>		<b>176,523</b>	<b>-</b>	<b>176,523</b>	<b>184,012</b>	<b>-</b>	<b>184,012</b>

There are no gains or losses other than those shown above. The statement of financial activities incorporates the income and expenditure account.

**Community Transport (South West) Limited - Company Registration Number: 06014757****Balance sheet**

As at 31 December 2021

		2021	2020
		£	£
	Notes		
<b>Fixed assets</b>			
Tangible fixed assets	9	11,055	44,769
		<u>11,055</u>	<u>44,769</u>
<b>Current assets</b>			
Debtors	10	73,542	58,388
Cash at bank and in hand		162,895	132,911
		<u>236,437</u>	<u>191,299</u>
<b>Liabilities:</b>			
Creditors falling due within one year	11	(70,969)	(52,056)
		<u>165,468</u>	<u>139,243</u>
<b>Net current assets</b>			
		<u>176,523</u>	<u>184,012</u>
<b>Total net assets</b>			
		<u>176,523</u>	<u>184,012</u>
<b>The funds of the charity:</b>			
Restricted funds	12	-	-
Unrestricted funds	12	176,523	184,012
		<u>176,523</u>	<u>184,012</u>
<b>Total charity funds</b>			
		<u>176,523</u>	<u>184,012</u>

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

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

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

Approved by the Board for issue on 20/07/2022 and signed on its behalf by:

**B Maxwell**  
Trustee

**M Batchelor**  
Trustee

**Community Transport (South West) Limited**  
Statement of Cash Flows  
For the Year Ended 31 December 2021

		<b>Total 2021 £</b>	<b>Total 2020 £</b>
	<b>Notes</b>		
<b>Cash flows from operating activities</b>			
Net movements in funds for the year		(7,489)	30,043
Adjustments to cash flows from non-cash items			
Depreciation	9	21,132	25,818
Loss on sale of assets		9,582	-
		<u>23,225</u>	<u>55,861</u>
Working capital adjustments			
(Increase)/Decrease in debtors	10	(15,154)	(7,715)
Increase/(Decrease) in creditors	11	33,913	(9,064)
		<u>41,984</u>	<u>39,082</u>
<b>Cash flows from investing activities</b>			
Receipts from sale of tangible assets		3,000	-
		<u>3,000</u>	<u>-</u>
<b>Cash flows from financing activities</b>			
Repayment of long term concessionary loan		(15,000)	(9,000)
		<u>(15,000)</u>	<u>(9,000)</u>
Net increase/(decrease) in cash and cash equivalents		<u>29,984</u>	<u>30,082</u>
Cash and cash equivalents at the beginning of the reporting period		132,911	102,829
Cash and cash equivalents at the end of the reporting period		<u>162,895</u>	<u>132,911</u>
<b>Reconciliation of net debt:</b>			
Cash at bank:			
At the start of the year		132,911	102,829
Cashflows		29,984	30,082
At the end of the year		<u>162,895</u>	<u>132,911</u>

## **Community Transport (South West) Limited**

### **Notes to the Financial Statements**

For the Year Ended 31 December 2021

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#### **1 Accounting policies**

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

##### **1.1 Basis of accounting**

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 (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Community Transport (South West) 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). All amounts are presented in £ sterling.

##### **1.2 Legal status of the charity**

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

##### **1.3 Income**

Income from donations and gifts is recognised in the year in which they are receivable when there is evidence of entitlement, receipt is probable and the amount can be reliably measured. Where gift aid income has not been received relating to donations received, income is accrued.

Income from charitable activities is included in the period in which the charity is entitled to receipt, it is probable that economic benefits will flow to the entity and the amount can be reliably measured.

Other income is included in the period in which the charity is entitled to receipt, it is probable that economic benefits will flow to the entity and the amount can be reliably measured. Where fuel rebate income has not been received relating to mileage conducted in the year, income is accrued.

##### **1.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of interest paid or payable by the bank.

##### **1.5 Pension costs**

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

##### **1.6 Expenditure**

Expenditure is recognised on the accruals basis to match the period in which the expenditure was incurred.

##### **1.7 Operating leases**

The charity classifies the lease of property and office equipment as an operating lease when title remains with the lessor. Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

**Community Transport (South West) Limited**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

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**1.8 Fixed assets**

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

Computers	3 years straight line or to cessation of the project
Motor vehicles	7 years straight line
Fixtures and fittings	3 years straight line

**1.9 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.

**1.10 Cash at bank and in hand**

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

**1.11 Creditors**

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

**1.12 Financial instruments**

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

Financial assets – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

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

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

**1.13 Concessionary loan**

The charity received concessionary loans in 2015 and 2019 to further its charitable aims free of interest. The loans are initially recognised at transaction value and subsequently measured to reflect repayments and if necessary any impairments. The final loan was paid off in 2021, with the loan in the prior year recognised within the Balance Sheet within creditors less than one year in line with the repayment terms of the loans.

**1.14 Taxation**

The company is a registered charity and is therefore not liable to corporation tax or capital gains tax to the extent that its income and gains are applicable to charitable purposes only. The charity is VAT registered and therefore value added tax is recoverable for taxable supplies.

## Community Transport (South West) Limited

### Notes to the Financial Statements

For the Year Ended 31 December 2021

#### 1.15 Fund accounting

The unrestricted general fund can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds are unrestricted funds earmarked by the Directors for particular purposes.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors which have been raised by the charity for particular purposes.

#### 1.16 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events and conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make an assessment in respect of a period of at least one year from the date of authorisation for the issue of the financial statements and have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there is 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.

#### 1.17 Donated services

The charity benefits greatly from the involvement and support of its many volunteers. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

## 2 Donations

	Unres- tricted funds £	Res- tricted funds £	Total 2021 £	Unres- tricted funds £	Res- tricted funds £	Total 2020 £
Donations	2,647	-	2,647	867	-	867
<b>Exceptional government funding:</b>						
Covid grants*	-	-	-	10,000	-	10,000
	<u>2,647</u>	<u>-</u>	<u>2,647</u>	<u>10,867</u>	<u>-</u>	<u>10,867</u>

The charity was not eligible to use the Coronavirus Job Retention Scheme, but has been able to claim additional funding in the year from government support schemes in response to the coronavirus outbreak. This is shown above as "exceptional government funding".

\*Donates government grants

Government grants were received as noted above in relation to the coronavirus outbreak. There are no unfulfilled conditions or other contingencies attached to these grants.

**Community Transport (South West) Limited**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

**3 Income from charitable activities**

	Unres- tricted funds £	Res- tricted funds £	Total 2021 £	Unres- tricted funds £	Res- tricted funds £	Total 2020 £
Minibus and transport hire	719,947	-	719,947	611,143	-	611,143
	719,947	-	719,947	611,143	-	611,143

**4 Other income**

	Unres- tricted funds £	Res- tricted funds £	Total 2021 £	Unres- tricted funds £	Res- tricted funds £	Total 2020 £
Fuel rebate	10,490	-	10,490	10,746	-	10,746
Other income	19	-	19	-	-	-
	10,509	-	10,509	10,746	-	10,746



**Community Transport (South West) Limited**  
Notes to the Financial Statements  
For the Year Ended 31 December 2021

**5 Expenditure on charitable activities**

	Unres- tricted funds £	Res- tricted funds £	Total 2021 £	Unres- tricted funds £	Res- tricted funds £	Total 2020 £
Staff costs	438,381	-	438,381	370,197	-	370,197
Depreciation	21,132	-	21,132	25,818	-	25,818
Bookkeeping and payroll	2,392	-	2,392	2,504	-	2,504
Rent	5,401	-	5,401	5,832	-	5,832
Office costs	26,246	-	26,246	28,881	-	28,881
Volunteers' expenses	14,797	-	14,797	10,334	-	10,334
Vehicle fuel	46,441	-	46,441	28,474	-	28,474
Vehicle leasing	104,040	-	104,040	75,322	-	75,322
Vehicle repairs and maintenance	33,167	-	33,167	19,712	-	19,712
Vehicle insurance and RFL	30,046	-	30,046	21,050	-	21,050
Bank charges	762	-	762	1,062	-	1,062
Legal and professional fees	737	-	737	1,273	-	1,273
Loss on disposal of fixed assets	9,582	-	9,582	-	-	-
Sundry expenses	5,896	-	5,896	4,161	-	4,161
Audit fee	-	-	-	5,000	-	5,000
Accountancy	1,572	-	1,572	2,485	-	2,485
Bad debts	-	-	-	608	-	608
	<u>740,592</u>	<u>-</u>	<u>740,592</u>	<u>602,713</u>	<u>-</u>	<u>602,713</u>

**6 Trustee directors**

None of the Trustee Directors (or any persons connected with them) received any remuneration or expenses during the year (2020 – none).

**Community Transport (South West) Limited**

## Notes to the Financial Statements

For the Year Ended 31 December 2021

**7 Wages and salaries**

	2021 £	2020 £
Wages and salaries	375,294	317,861
Social security costs	49,630	41,464
Pension costs	12,674	9,884
Travel and training costs	783	988
	<u>438,381</u>	<u>370,197</u>

No individual employee was paid over £60,000 (2020: none).

The key management personnel of the charity comprise the trustees and Community Transport manager. The total employee benefits of the key management personnel of the charity for 2021 were £40,188 (2020: £37,171).

The average monthly number of employees during the period was:

	2021	2020
Community Transport	45	46
	<u>45</u>	<u>46</u>

In addition to the above, there are approximately 20 (2020 – 25) volunteers who assist the charity.

**8 Net income/(expenditure) for the year**

	2021 £	2020 £
This is stated after charging:		
Depreciation	21,132	25,818
Loss on disposal of assets	9,582	-
Operating leases	109,441	81,154
Accountants remuneration		
Audit services	(1,630)	5,000
Independent examination	1,080	-
Other services: accounting	1,560	1,900
Other services: other advice	455	585
	<u></u>	<u></u>

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**9 Tangible assets**

	<b>Computers</b>	<b>Motor vehicles</b>	<b>Fixtures &amp; Fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 January 2021	8,305	189,520	330	198,155
Disposals	-	(32,800)	-	(32,800)
At 31 December 2021	8,305	156,720	330	165,355
<b>Depreciation</b>				
At 1 January 2021	7,698	145,358	330	153,386
Charge for the year	315	20,817	-	21,132
Eliminated on disposal	-	(20,218)	-	(20,218)
At 31 December 2021	8,013	145,957	330	154,300
<b>Net book value</b>				
At 31 December 2021	292	10,763	-	11,055
At 1 January 2021	607	44,162	-	44,769

**10 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	62,009	45,154
Prepayments	3,064	4,676
Other debtors	8,469	8,558
	<b>73,542</b>	<b>58,388</b>

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**11 Creditors: amounts falling due within one year**

	2021	2020
	£	£
Trade creditors	26,747	17,318
Taxation and social security	6,576	8,875
Accruals and deferred income	2,640	7,454
Concessionary loan	-	15,000
Other creditors	34,898	2,160
VAT	108	1,249
	<u>70,969</u>	<u>52,056</u>

The concessionary loan was obtained from Somerset Community Foundation during 2019 for £15,000 to finance the acquisition of new minibuses. The repayment terms of the loan specified a single payment to be made in July 2020, but this was contingent on sale of the old minibuses, which happened (with the loan having been repaid) during 2021. No security was provided for the loan, which was interest free. £0 is outstanding on this loan as at the year (2020: £15,000 due < 1 year).

**12 Statement of funds - 2021**

	Balance 01/01/2021	Income	Expenditure	Transfers	Balance 31/12/2021
	£	£	£	£	£
<b>Unrestricted funds</b>					
General	184,012	733,103	(740,592)	-	176,523
<b>Total unrestricted funds</b>	<u>184,012</u>	<u>733,103</u>	<u>(740,592)</u>	<u>-</u>	<u>176,523</u>
<b>Total funds</b>	<u>184,012</u>	<u>733,103</u>	<u>(740,592)</u>	<u>-</u>	<u>176,523</u>

**Statement of funds - 2020**

	Balance 01/01/2020	Income	Expenditure	Transfers	Balance 31/12/2020
	£	£	£	£	£
<b>Unrestricted funds</b>					
General	153,969	632,756	(602,713)	-	184,012
<b>Total unrestricted funds</b>	<u>153,969</u>	<u>632,756</u>	<u>(602,713)</u>	<u>-</u>	<u>184,012</u>
<b>Total funds</b>	<u>153,969</u>	<u>632,756</u>	<u>(602,713)</u>	<u>-</u>	<u>184,012</u>

General unrestricted funds are the free reserves of the charity to be applied at the discretion of the trustees to further any of the charitable purposes.

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**13 Analysis of net assets between funds**

	Unres- tricted funds £	Res- tricted funds £	Total 2021 £	Unres- tricted funds £	Res- tricted funds £	Total 2020 £
Tangible fixed assets	11,055	-	11,055	44,769	-	44,769
Current assets	236,437	-	236,437	191,299	-	191,299
Creditors due within one year	(70,969)	-	(70,969)	(52,056)	-	(52,056)
	176,523	-	176,523	184,012	-	184,012

**14 Commitments under operating leases**

At 31 December 2021 the company had commitments under non-cancellable operating leases as follows:

	<b>Land and buildings</b>	
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Expiry date:		
Within one year	405	405
	405	405
	<b>Other</b>	
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Expiry date:		
Within one year	66,647	66,813
Between two and five years	191,928	258,575
	258,575	325,388