

**REGISTERED COMPANY NUMBER: 05698314 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1121750**

**REPORT OF THE TRUSTEES AND**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021**  
**FOR**  
**EAST SURREY RURAL TRANSPORT PARTNERSHIP**

Chariot House Limited  
Chartered Accountants  
44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

**EAST SURREY RURAL TRANSPORT PARTNERSHIP**

**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

	<b>Page</b>
<b>Report of the Trustees</b>	1 to 7
<b>Report of the Independent Auditors</b>	8 to 11
<b>Statement of Financial Activities</b>	12
<b>Balance Sheet</b>	13
<b>Cash Flow Statement</b>	14
<b>Notes to the Cash Flow Statement</b>	15
<b>Notes to the Financial Statements</b>	16 to 23

---

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

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 31st March 2021. 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**

East Surrey Rural Transport Partnership is a charity dedicated to provide transport facilities for people who have special need of such facilities because they are elderly, poor or disabled, people with young children or those living in isolated areas where there are no adequate public transport facilities.

**Public benefit**

From 1 April 2008 Section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission in its "Charities and Public Benefit" Guidance states that there are two key principles to be met in order to show that an organisation's aims are for the public benefit: firstly there must be an identifiable benefit and secondly the benefit must be to the public or a section of the public.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the Charity. The Trustees are satisfied that the aims and objectives of the charity, and the activities reported on above to achieve those aims, meet these principles.

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

East Surrey Rural Transport Partnership (ESRTP) seeks to provide community transport services for those inhabitants of Surrey and the surrounding areas who are in need of such a service because of age, sickness, disability (mental or physical), poverty or due to lack of adequate and accessible public transport.

Our activities during 2020/21 have been focused on the following:

- A demand responsive bus service in Mole Valley
- Scheduled bus services in Mole Valley
- A demand responsive bus service in Tandridge on behalf of Surrey County Council
- A community transport information, advice and training service for residents of Tandridge district
- Operating a moped loan scheme in Kent
- Contracts with SCC education dept to bring students into twelve schools
- Contracts with SCC to provide transport into three day centres for people with physical and learning disabilities
- Contracts with East Sussex County Council education dept to bring students into three schools
- A service to commuters in Netherne on the Hill in the mornings and late afternoons/evenings on behalf of Netherne Community Bus. This service finished in October 2020 due to the effects of the pandemic.
- A timetabled bus service in the Cobham, Oxshott, Weybridge and Leatherhead areas on behalf of Cobham Community Interest Company
- A Dial A Ride service in the north of Tandridge district
- A voluntary car scheme in the north of Tandridge district
- A shopping and excursion service for residents of Reigate and Banstead borough - not supported by any local government funding
- A contract with South Central Ambulance Service to provide one minibus and driver to provide non-emergency patient transport in Surrey

The 2020/21 year will be one that we will never forget!

So much of what we normally do could not happen because of the coronavirus pandemic. The first national lockdown happened on the 23rd March. For us it meant that all our usual services to schools and day centres were no longer needed. For a while we did not know whether we would still be getting any of our contract payments from the councils that we do work for. However, by the end of March it was clear that we would be receiving our normal payments. The councils stipulated that we were not to put staff engaged on their contracts onto the government's furlough scheme, and this is what we adhered to.

We asked our staff to accept 80% of their normal salary (the same as the government's furlough scheme) if they did not work. If they did work, they would get 100% on a day by day basis. In this way we hoped to reduce the shortfall in income that we knew would hit us from our inter-peak school and group work.

Within a few days of the first lockdown, we were being asked by SCC to deliver food boxes to vulnerable and shielding members of the public anywhere in the east of Surrey. The central point for the collection of these boxes was from The Spectrum Centre in Guildford. Very soon, we were needing to provide between 6 and 8 buses a day to deliver these boxes. The lists sent by SCC were very mixed up and it took the management team a considerable time each day to create workable schedules for the drivers. The peak of this work occurred over the Easter weekend. Most drivers were happy to do this new type of work and felt like they were doing their part in this national emergency.

It was only after the Whitsun half term break that some schools started to return and with it the transport.

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

Our scheduled rural and demand bus services never stopped but numbers allowed were limited and all necessary PPE and cleaning were mandatory.

As we had become a part of SCC's emergency planning response, we were able to order PPE on a weekly basis which was a great help.

The Cobham Chatterbus restarted in the July and we had a special screen fitted to separate the driver from the passengers. The two regular drivers were put onto the government's furlough scheme for two periods in the year when there was a full lockdown. This service does not do any school work exclusively for Surrey County Council.

As the lockdown's eased during the summer of 2020 so did the volumes of food box deliveries.

Our voluntary car service remained dormant throughout the 20/21 year as the drivers, often older people themselves, did not wish to put themselves at risk.

With the new year started the great vaccination rollout. With luck and some good networking we were able to get all of our staff onto a key worker list for an early vaccination because most of the schools that we serve remained open during the third lockdown of January - March. Most staff had received their first jab by the end of January 2021.

This was great news for us as a number of staff had anxieties about working with children on buses where there couldn't be any social distancing.

As the vaccine programme was rolled out further so we were called on more and more to provide transport to older and mobility impaired people to vaccination centres.

With regards to additional funding we were fortunate to receive a £25,000 grant from Tandridge Council to help ease the shortfall in the funds that we generate outside of SCC contracts. We were also to receive a government backed Bounce Back Loan for £50,000 through our bank.

One casualty of the pandemic was the Netherne on the Hill shuttle service that we provided on behalf of the Netherne Residents' Association. This service was only ever funded by fares from passengers travelling from the village to Coulsdon South railway station. With the requirement to work from home all sources of income disappeared and ES RTP was given notice in October that the service would have to stop from November. After providing this service for 8 years, it was a shame to see it finish, but it could not be avoided.

We were asked by the South Central Ambulance Service to provide a second non-emergency patient transport minibus and driver to help from April to October 2020 because of the need to transport patients in a socially distanced manner. The additional income was greatly appreciated.

The first lockdown gave us the time to do some thorough research on the type of IT equipment that we needed in our offices in Hurst Green. When the selection had been made, we bought all new desk tops and internet phones through a loan via Lombard. This new kit plus the dedicated broadband line has revolutionised the efficiency of our office and completely ended our dependency on Tandridge Council for IT kit and support - something that they wanted too.

With hugely improved computers and broadband we were able in the January of 2021 to look into a new booking system for our dial a ride and DRT services. The chosen platform was the CATSS system that is used by a number of other community transport groups in Surrey. We went live in using the new booking service in the April of 2021.

## **FINANCIAL REVIEW**

### **Financial position**

There was a surplus for the year of £202,067 (2020 surplus £20,223) after which there were unrestricted reserves carried forward of £392,068 (2020: £190,001).

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

**FINANCIAL REVIEW**

**Reserves policy**

With the move to a leased fleet of minibuses from September 2017 it became prudent to review our Reserves Policy. ES RTP has substantial commitments to employees and the need for business continuity, the Board of Trustees has developed a reserves policy to allow for contingent liabilities and to take account of its annual review of major risks.

The aim of ES RTP is to keep an operating free reserve of three months' expenditure. The hope was to be able to achieve this by the 20/21 year.

With the sale of owned assets during the 18/19 year and a modest annual surplus, the aim was to have a reserve of £251,000 within two years, e.g. by the March 2020 and for a reserve of £300,000 by the end of March 2021.

**Principal risks and uncertainties**

**Funding**

We live in difficult times for charities and ES RTP has had to look at other ways of generating income rather than relying on local government grants. We have tried to bring in revenue from many different sources most notably taking on more contract work from SCC and the combined bid with KCC for central government funding as well as the NEPTS ambulance work.

**Vehicles**

We have moved from an "owned fleet" and doing our own maintenance model to leasing vehicles with maintenance provided. The running costs will be broadly the same but all the vehicles will be new apart from around 12 of our old fleet that we will have maintained externally and will be used for specific work and as spares.

**Staffing**

We find it hard to recruit drivers especially when we really only want them for 5 hours a day on school days only. We have to put each member of staff through a DBS check with SCC which can take several months before we can use them. We therefore aim to maintain consistent staffing levels. Staff are remunerated in accordance with their market value.

**Health and safety**

This is covered in initial inductions and through MiDAS training. Additional training is given on specific subjects as and when required.

**FUTURE PLANS**

- @ To rebuild our off peak school and group transport after the disruption caused by the pandemic
- @ To increase the amount of minibus driver training that we do for other organisations
- @ To develop off peak work for our East Sussex based minibuses
- @ To continue to bid for school and day centre work tendered by both SCC and ESCC

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Recruitment and appointment of new trustees**

Trustees are recruited upon recommendation and by contact with the Local Volunteer Bureau. They are appointed following discussion at Committee meeting and their appointment is ratified at the AGM. Trustees' induction is covered by supplying them with previous year's Minutes and Charity Commission leaflets for trustees. In addition, they have meetings with staff to familiarise them with the administration of the charity.

Every member of the company undertakes to contribute to the assets of the company in the event of it being wound up during the time that he/she is a member or within one year afterwards, for debts and liabilities of the company such amount as may be required, not exceeding in the case of any member the sum of £1.

**Organisational structure**

The Trustees determine the general policy of the charity and the principles on which it operates, setting the charges for services and salaries.

The day to day management is delegated to the Chief Executive Officer who reports to the Board on a quarterly basis. Under the CEO there is a General Manager. Under him there is a Fleet Manager and Operations Manager. Under the managers there is a Rural Transport Information and Training Officer, a Community Transport Development Officer, a Moped Loan Co-ordinator. Under them are section 22 and section 19 drivers and escorts, and 3 administrative assistants.

**Key management remuneration**

Key management personnel remuneration totalled £249,027 (2020; £218,766) for the year.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05698314 (England and Wales)

**Registered Charity number**

1121750

**Registered office**

44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

**Trustees**

A J Carter (resigned 31/7/2020)  
A J Emerson  
J L Phillips (resigned 14/1/2022)  
T J Ward  
Mrs L M Martin  
D A Rushforth (appointed 19/11/2020)  
Ms A I Houchin (appointed 19/11/2020)  
R P G Norris (appointed 14/1/2022)

**Senior Statutory Auditor**

John Thacker FCA DChA

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Auditors**

Chariot House Limited  
Chartered Accountants  
44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

**Bankers**

National Westminster Bank  
Oxted Branch  
12 Station Road East  
Oxted  
Surrey  
RH8 0PR

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of East Surrey Rural Transport Partnership for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**AUDITORS**

The auditors, Chariot House Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 9th March 2022 and signed on its behalf by:



**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

---

D A Rushforth - Trustee

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF EAST SURREY RURAL TRANSPORT PARTNERSHIP**

---

### **Opinion**

We have audited the financial statements of East Surrey Rural Transport Partnership (the 'charitable company') for the year ended 31st March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
EAST SURREY RURAL TRANSPORT PARTNERSHIP**

---

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF EAST SURREY RURAL TRANSPORT PARTNERSHIP**

---

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and its activities, and through discussion with the trustees and management, we identified the principal risks and considered the extent to which these would have a material impact on the financial statements. In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.

We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud, and reviewed significant or unusual transactions to identify their underlying supporting rationale

We inspected the minutes of meetings of those charged with governance, and made direct enquiries of management and the board of trustees concerning the charity's policies and procedures relating to:

- \* Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- \* Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
- \* The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.

In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates were indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

We also;

- \* discussed and reviewed the charity's business model and forward planning to assess going concern
- \* communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- \* reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
EAST SURREY RURAL TRANSPORT PARTNERSHIP**

---

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

John Thacker FCA DChA (Senior Statutory Auditor)  
for and on behalf of Chariot House Limited  
Chartered Accountants  
44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

15th March 2022

**EAST SURREY RURAL TRANSPORT PARTNERSHIP****STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	165	-	165	2,706
<b>Charitable activities</b>	3				
Fares and other income		56,843	-	56,843	60,165
Contracts		1,735,690	-	1,735,690	1,761,024
Grants		77,284	-	77,284	-
<b>Total</b>		1,869,982	-	1,869,982	1,823,895
<b>EXPENDITURE ON</b>					
Raising funds	4	37	-	37	1,530
<b>Charitable activities</b>	5				
Charitable Activities		1,667,878	-	1,667,878	1,802,142
<b>Total</b>		1,667,915	-	1,667,915	1,803,672
<b>NET INCOME</b>		202,067	-	202,067	20,223
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		190,001	-	190,001	169,778
<b>TOTAL FUNDS CARRIED FORWARD</b>		392,068	-	392,068	190,001

The notes form part of these financial statements

**EAST SURREY RURAL TRANSPORT PARTNERSHIP (REGISTERED NUMBER: 05698314)****BALANCE SHEET****31ST MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	32,895	-	32,895	50,576
<b>CURRENT ASSETS</b>					
Debtors	12	247,081	-	247,081	219,595
Cash at bank and in hand		261,645	-	261,645	34,386
		<u>508,726</u>	<u>-</u>	<u>508,726</u>	<u>253,981</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(102,820)	-	(102,820)	(102,728)
<b>NET CURRENT ASSETS</b>		<u>405,906</u>	<u>-</u>	<u>405,906</u>	<u>151,253</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		438,801	-	438,801	201,829
<b>CREDITORS</b>					
Amounts falling due after more than one year	14	(46,733)	-	(46,733)	(11,828)
<b>NET ASSETS/(LIABILITIES)</b>		<u>392,068</u>	<u>-</u>	<u>392,068</u>	<u>190,001</u>
<b>FUNDS</b>	16				
Unrestricted funds				392,068	190,001
<b>TOTAL FUNDS</b>				<u>392,068</u>	<u>190,001</u>

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 9th March 2022 and were signed on its behalf by:

D A Rushforth - Trustee

The notes form part of these financial statements

**EAST SURREY RURAL TRANSPORT PARTNERSHIP****CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	219,010	836
Net cash provided by operating activities		219,010	836
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(4,198)	(12,991)
Sale of tangible fixed assets		12,447	5,350
Net cash provided by/(used in) investing activities		8,249	(7,641)
<b>Change in cash and cash equivalents in the reporting period</b>		227,259	(6,805)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		34,386	41,191
<b>Cash and cash equivalents at the end of the reporting period</b>		261,645	34,386

The notes form part of these financial statements



**EAST SURREY RURAL TRANSPORT PARTNERSHIP**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2021 £	2020 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	202,067	20,223
<b>Adjustments for:</b>		
Depreciation charges	11,580	15,760
(Profit)/loss on disposal of fixed assets	(2,148)	5,840
Increase in debtors	(27,486)	(48,096)
Increase in creditors	34,997	7,109
<b>Net cash provided by operations</b>	<u>219,010</u>	<u>836</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1/4/20 £	Cash flow £	At 31/3/21 £
<b>Net cash</b>			
Cash at bank and in hand	<u>34,386</u>	<u>227,259</u>	<u>261,645</u>
	<u>34,386</u>	<u>227,259</u>	<u>261,645</u>
<b>Debt</b>			
Debts falling due within 1 year	(6,738)	(7,640)	(14,378)
Debts falling due after 1 year	(5,928)	(34,905)	(40,833)
	<u>(12,666)</u>	<u>(42,545)</u>	<u>(55,211)</u>
<b>Total</b>	<u>21,720</u>	<u>184,714</u>	<u>206,434</u>

The notes form part of these financial statements

**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.

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**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.

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

**Taxation**

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Tax purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**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.

**Going concern - covid19**

The charity has prepared these accounts on a going concern basis, however there are material uncertainties in respect of COVID-19 and management have taken into consideration the existing and potential effects of coronavirus on the activities of the charity in the future.

**EAST SURREY RURAL TRANSPORT PARTNERSHIP****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021****2. DONATIONS AND LEGACIES**

	2021	2020
	£	£
Donations	165	2,706
	<u>165</u>	<u>2,706</u>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	2021	2020
		£	£
Fares and other income	Fares and other income	56,843	60,165
Contracts	Contracts	1,735,690	1,761,024
Grants	Grants	77,284	-
		<u>1,869,817</u>	<u>1,821,189</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Tandridge District Council	25,000	-
Job Retention Scheme	52,284	-
	<u>77,284</u>	<u>-</u>

**4. RAISING FUNDS****Raising donations and legacies**

	2021	2020
	£	£
Advertising	37	1,530
	<u>37</u>	<u>1,530</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs	Support costs (see note 6)	Totals
	£	£	£
Charitable Activities	<u>1,664,303</u>	<u>3,575</u>	<u>1,667,878</u>

**EAST SURREY RURAL TRANSPORT PARTNERSHIP**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**6. SUPPORT COSTS**

	Governance costs
	£
Charitable Activities	<u>3,575</u>

**7. NET INCOME/(EXPENDITURE)**

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

	2021	2020
	£	£
Auditors' remuneration	3,575	3,450
Depreciation - owned assets	11,580	15,760
Surplus/(deficit) on disposal of fixed assets	<u>(2,148)</u>	<u>5,840</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

**9. STAFF COSTS**

	2021	2020
	£	£
Wages and salaries	859,372	869,553
Social security costs	43,744	45,723
Employer pension contributions	<u>9,436</u>	<u>7,906</u>
	<u>912,552</u>	<u>923,182</u>

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

2021	2020
<u>71</u>	<u>69</u>

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

**EAST SURREY RURAL TRANSPORT PARTNERSHIP****NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021****10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	2,706	-	2,706
<b>Charitable activities</b>			
Fares and other income	60,165	-	60,165
Contracts	1,761,024	-	1,761,024
<b>Total</b>	1,823,895	-	1,823,895
<b>EXPENDITURE ON</b>			
Raising funds	1,530	-	1,530
<b>Charitable activities</b>			
Charitable Activities	1,802,142	-	1,802,142
<b>Total</b>	1,803,672	-	1,803,672
<b>NET INCOME</b>	20,223	-	20,223
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	169,778	-	169,778
<b>TOTAL FUNDS CARRIED FORWARD</b>	190,001	-	190,001

**EAST SURREY RURAL TRANSPORT PARTNERSHIP****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021****11. TANGIBLE FIXED ASSETS**

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>					
At 1st April 2020	1,500	12,595	245,620	9,693	269,408
Additions	-	-	-	4,198	4,198
Disposals	-	-	(58,000)	-	(58,000)
At 31st March 2021	1,500	12,595	187,620	13,891	215,606
<b>DEPRECIATION</b>					
At 1st April 2020	1,300	11,470	198,248	7,814	218,832
Charge for year	50	281	9,730	1,519	11,580
Eliminated on disposal	-	-	(47,701)	-	(47,701)
At 31st March 2021	1,350	11,751	160,277	9,333	182,711
<b>NET BOOK VALUE</b>					
At 31st March 2021	150	844	27,343	4,558	32,895
At 31st March 2020	200	1,125	47,372	1,879	50,576

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade debtors	220,064	201,286
Employee loans	599	576
VAT	26,418	17,733
	247,081	219,595

**EAST SURREY RURAL TRANSPORT PARTNERSHIP****NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021****13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Bank loans and overdrafts (see note 15)	14,378	6,738
Trade creditors	71,133	22,445
Social security and other taxes	9,709	14,059
Pension deficit	3,600	3,600
Accruals and deferred income	-	22,000
Accrued expenses	4,000	33,886
	<u>102,820</u>	<u>102,728</u>

**14. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2021	2020
	£	£
Bank loans (see note 15)	40,833	5,928
Pension deficit	5,900	5,900
	<u>46,733</u>	<u>11,828</u>

**15. LOANS**

An analysis of the maturity of loans is given below:

	2021	2020
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>14,378</u>	<u>6,738</u>
Amounts falling between one and two years:		
Bank loans - 1-2 years	<u>40,833</u>	<u>5,928</u>

**16. MOVEMENT IN FUNDS**

	At 1/4/20	Net movement in funds	At 31/3/21
	£	£	£
<b>Unrestricted funds</b>			
General fund	190,001	202,067	392,068
	<u>190,001</u>	<u>202,067</u>	<u>392,068</u>
<b>TOTAL FUNDS</b>	<u>190,001</u>	<u>202,067</u>	<u>392,068</u>

**EAST SURREY RURAL TRANSPORT PARTNERSHIP**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**16. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	1,869,982	(1,667,915 )	202,067
<b>TOTAL FUNDS</b>	<u>1,869,982</u>	<u>(1,667,915 )</u>	<u>202,067</u>

**Comparatives for movement in funds**

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
<b>Unrestricted funds</b>			
General fund	169,778	20,223	190,001
<b>TOTAL FUNDS</b>	<u>169,778</u>	<u>20,223</u>	<u>190,001</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	1,823,895	(1,803,672 )	20,223
<b>TOTAL FUNDS</b>	<u>1,823,895</u>	<u>(1,803,672 )</u>	<u>20,223</u>



**17. RELATED PARTY DISCLOSURES**

During the year salary was paid to Helen Dode (2021 £16,386 ; 2020 £17,518) in respect of work carried out for the charity. She is a family member of Marcus Dode, the chief executive of the charity.