

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**

**(A COMPANY LIMITED BY GUARANTEE)**

**REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 1st MARCH 2021**

**REGISTERED CHARITY NUMBER - 1131707**

**COMPANY NUMBER - 4770291 (ENGLAND & WALES)**

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**COMPANY INFORMATION**

**DIRECTORS / TRUSTEES**

Margaret Dutton  
Janet Robinson  
Elizabeth Mars  
Nigel Porter  
Christopher White  
Alison Richards  
Suzanne Boulos  
David Mariott

**SECRETARY**

Elizabeth Mars

**REGISTERED OFFICE**

57, High Street,  
Broseley,  
Shropshire.  
TF12 5EY

**INDEPENDENT EXAMINERS**

Silver & Co.,  
Accountants, Taxation and Business Advisors,  
The Hollies,  
16, St. John Street,  
Bridgnorth,  
Shropshire.  
WV15 6AG.

**BANKERS**

Unity Trust Bank Plc.,  
9, Brindley Place,  
Birmingham.  
B1 2HB.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**CONTENTS**

	<u>Page</u>
Directors' and Trustees' Report	1 - 2
Independent Examiners Report	3
Statement of Financial Activities	4 - 5
Balance Sheet	6
Notes to the Financial Statements	7 - 10

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE DIRECTORS AND TRUSTEES**  
**FOR THE YEAR ENDED 1st MARCH 2021**

The trustees, who are also directors of the charity for the purposes of the company law, submit their annual report and the unaudited financial statements for the year ended 1st March 2021. The trustees have adopted the provisions of the Statements of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

### **Directors and Trustees**

The Directors who served during the year are as set out under "Company Information".

### **Structure, Governance and Management**

The Company is governed by its Articles of Association and is controlled by the Directors.

### **Statement of Directors' Responsibilities**

The trustees (who are also directors of The Friendly Transport Service (Shropshire) for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 incoming resources and application of resources, including 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 apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRSSE);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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. 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 information of which the charitable company's examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

### **Internal Control and Risk Management**

The Directors review the effectiveness of all material internal controls, including operational, financial and compliance controls and risk management systems.

The internal control systems are designed to meet the Company's particular needs and the risks to which it is exposed, to manage those risks and to provide reasonable assurance against misstatement or loss.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

**Statement of Disclosure of Information to Independent Examiners**

We, the Directors of the company who held office at the date of approval of these Financial Statements. As set out above, each confirm so far as we are aware, that:

- there is no relevant information of which the company's independent examiners are unaware: and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant information and to establish that the company's independent examiners are aware of that information.

**Objectives and Activities**

The principal objectives and activities of the charity continued to be that of providing a community passenger transport service within the Bridgnorth District.

**Achievements and Performance**

The results for the year are set out in the attached statement of financial activities.

The company has continued to provide transport for the members of the community without alternative means of transport in the Broseley and Much Wenlock area. It has also continued to administer the Shropshire Community Car Scheme in Broseley and Much Wenlock.

**Financial Review**

The Company's policy is to retain surplus funds pending suitable application by the company for assistance of a project within the terms of charitable status.

The Treasurer maintains the financial records of the Company, in conjunction with the Company's Secretary and reports regularly at all meetings.

**Custodial Trustee**

All assets are held and belong to the Company, and none are held on behalf of third parties.

**Independent Examiners**

A resolution proposing that Silver & Co. be re-appointed as independent examiners of the charity will be put to the members at the forthcoming Annual General Meeting.

**By Order of the Board**

.....  
**Elizabeth Mars (Secretary)**

.....  
**Date**

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**

We have examined the financial statements of The Friendly Transport Service (Shropshire) for the year ended 1st March 2021, which comprises Statement of Financial Activities, Balance Sheet, and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

### **Respective responsibilities of Trustees and Independent Examiner**

The Trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- a) examine the accounts under section 145 of the 2011 Act;
- b) follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- c) state whether particular matters have come to our attention.

### **Basis of Opinion**

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

### **Independent examiner's statement**

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

- a) which gives us reasonable cause to believe that, in any material respect, the requirements:
  - i. to keep accounting records in accordance with section s130 of the 2011 Charities act; and
  - ii. To prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 act and with the methods and principles of the Statement of Recommended practice: Accounting and Reporting by Charities have not been met; or
- b) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Silver & Co.  
Accountants, Taxation & Business Advisors

The Hollies,  
16, St. John Street,  
Bridgnorth,  
Shropshire.  
WV15 6AG.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 1st MARCH 2021**

		<b><u>Administration</u></b>	<b><u>Transport</u></b>			
		<b><u>&amp; Office</u></b>	<b><u>Income &amp;</u></b>	<b><u>Other</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
<b>Incoming Resources</b>	<b><u>Notes</u></b>	<b><u>Expenses</u></b>	<b><u>Expenses</u></b>	<b><u>Funds</u></b>	<b><u>Total</u></b>	<b><u>Total</u></b>
		<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Grants - Local Authority	3	49,842	-	-	49,842	38,931
Grants - Other Trusts	3	2,000	-	711	2,711	4,072
Grants - Other	3	-	16,321	-	16,321	-
Government Wages Support		-	-	7,076	7,076	-
Fares		-	101,103	-	101,103	115,927
Donations	2	-	5,953	-	5,953	8,161
Subscriptions		-	960	-	960	1,662
Bank Interest		188	-	-	188	84
Fundraising		91	-	-	91	5,080
Shropshire Community Car Scheme		1,743	-	1,266	3,009	5,879
<b>Total Incoming Resources</b>		53,864	124,337	9,053	187,254	179,796
<b>Resources Expended</b>						
Staff Costs/Expenses/Redundancy		105,227	-	-	105,227	110,686
Rent, Rates and Service Charge		3,600	-	-	3,600	3,600
Insurance		1,355	-	-	1,355	1,198
Repairs & Maintenance		155	-	-	155	1,962
Fixtures and Fittings		1,194	-	-	1,194	-
Printing, Postage & Stationery		1,702	-	-	1,702	1,730
Telephone		1,422	-	-	1,422	743
Catering & Room Hire		-	-	74	74	276
Shifnal - Car Hire		6,653	-	-	6,653	-
Shropshire Community Car Scheme		1,743	-	1,384	3,128	5,889
Vehicle Running Costs		-	26,838	-	26,838	41,316
Volunteers Expenses		-	465	-	465	3,850
Fund Raising		-	-	215	215	329
Accountancy Fees		822	-	-	822	798
Bank Charges		143	-	-	143	-
General Expenses		-	-	-	-	394
Subscriptions		156	-	-	156	182
Other		2,213	-	-	2,213	-
Depreciation & Amortisation		196	4,969	-	5,165	5,165
(Profit)/Loss on Disposal of Assets		-	-	-	-	-
<b>Total Resources Expended</b>		126,581	32,272	1,673	160,526	178,118
Net Incoming Resources before transfers		(72,717)	92,065	7,380	26,727	1,678
Transfers between Funds		92,065	(92,065)	-	-	-
<b>Net Movement in Funds</b>		19,348	-	7,380	26,727	1,678
Fund Balances Brought Forward		50,061	-	41,326	91,387	89,709
Fund Balances Carried Forward		69,409	-	48,706	118,114	91,387

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

All amounts above are derived from continuing operations and the trust has no recognised gains or losses other than those passing through the Statement of Financial Activities.

The annexed noted on pages 8 - 11 form part of these financial statements.



plus 124.65 cash adjust  
plus 100 graham hollox, plus 605 other

£164 overview

187107 overview with 125 cash adjust and 22 int diff

was 105912, less p30b fwd and to pay I cooper 852 feb21

not in overview

after 1134 scc  
after 609scc

28193 in overview less 1355 ins

798 overview, 822, 2021 rate

not in overview

156022 overview exc depn

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**BALANCE SHEET**  
**AS AT 1st MARCH 2021**

	<u>Note</u>	<u>£</u>	<u>2021</u>	<u>£</u>	<u>2020</u>	<u>£</u>
<b>Fixed Assets</b>						
Tangible Fixed Assets	7			-		5,165
<b>Current Assets</b>						
Debtors	8	2,456			8,265	
Cash at Bank and in Hand		117,054			80,026	
		<u>119,510</u>			<u>88,291</u>	
<b>Creditors</b>						
Amounts falling due within one year	9	<u>(1,396)</u>			<u>(2,069)</u>	
<b>Net Current Assets</b>				118,114		86,222
<b>Net Assets</b>				<u>118,114</u>		<u>91,387</u>
<b>Capital and Reserves</b>						
Called up Share Capital				-		-
General Funds				69,409		50,061
Transport Funds	11			-		-
Other Funds	12			48,706		41,326
<b>Total Funds</b>				<u>118,114</u>		<u>91,387</u>

1. The Directors are satisfied that the company was entitled to exemption under section 477 of the Companies Act 2006 relating to the small companies regime and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006.
2. The Directors acknowledge their responsibility for:
  - i. ensuring that the company keeps accounting records which comply with section 386; and
  - ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with requirements of this Act relating to accounts, so far as applicable to the company.
3. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008).

**Signed on behalf of the Board of Directors**

.....

**Director**

Signed for and on behalf of the Board of Directors on 2021.  
 The annexed notes on pages 8 - 11 form part of these financial statements.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES ON THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 1st MARCH 2021**

**1. Accounting Policies**

**(a) Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued by the Charity Commission in 2005 and applicable accounting standards.

The financial statements have also been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and have also been consistently applied.

**(b) Company Status**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability of the members is limited to £1 each.

**(c) Fund Accounting**

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out on the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

**(d) Incoming Resources**

All incoming resources are included in the S.O.F.A. when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is received by way of donations and gifts and is included in full in the S.O.F.A. when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the S.O.F.A. in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
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**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

**(e) Resources Expended**

Resources expended are recognised in the year in which they are incurred.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Management and administration costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

**(f) Tangible Fixed Assets and Depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Yellow Mini Bus Equipment	33.3% Straight Line
Office Fittings & Equipment	33.3% Straight Line
Motor Vehicles	25% Straight Line

**2. Donations**

	<b><u>General</u></b>	<b><u>Transport</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Donations	-	5,953	5,953	8,161

**3. Grant Income**

	<b><u>General</u></b>	<b><u>Transport</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<b>Local Authority</b>				
Grant - Shropshire Council SLA	22,842	-	22,842	38,931
Grant - Town Councils	2,802	-	2,802	-
Grant - Shropshire Council Shifnal	27,000	-	27,000	-
Grant - CBSSG	13,519	-	13,519	-
	<u>66,163</u>	<u>-</u>	<u>66,163</u>	<u>38,931</u>
<b>Other Trust</b>				
BSOG	711	-	711	2,072
Other Trusts	2,000	-	2,000	2,000
	<u>2,711</u>	<u>-</u>	<u>2,711</u>	<u>4,072</u>

**4. Grants - Other**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Shropshire Community Transport	-	-
Donation for Swimming Club (from Broseley & Barrow Local Joint Committee)	-	-
Local Sustainable Transport Fund	-	-
	<u>-</u>	<u>-</u>

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

5. Operating Gain	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Operating gain is stated after charging:		
Depreciation and other amounts written off tangible assets	5,165	5,165
	<u>          </u>	<u>          </u>
and after crediting:		
Profit on disposal of tangible fixed assets	-	-
	<u>          </u>	<u>          </u>

6. Employees	<u>2021</u>	<u>2020</u>
<b>Number of employees</b>		
The average monthly number of employees (excluding trustees) during the year was:		
Administration Staff	7	7
	<u>          </u>	<u>          </u>

Employment Costs	<u>Financed by</u>		
	<u>General</u>		
	<u>Fund</u>	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Wages & Salaries	44,499	44,499	49,333
Contract Staff Costs	38,518	38,518	35,181
Social Security Costs	6,853	6,853	8,232
Pension Costs	10,886	10,886	13,167
Payroll Management	1,199	1,199	1,104
Staff Training/Expenses	3,272	3,272	3,669
	<u>105,227</u>	<u>105,227</u>	<u>110,686</u>

7. Tangible Fixed Assets	<u>Mini Bus</u>	<u>Office</u>	<u>Motor</u>	
	<u>Equipment</u>	<u>Fittings &amp;</u>	<u>Vehicles</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Cost as at 2nd March 2020	1,093	5,993	104,608	111,694
Additions	-	-	-	-
Eliminated on Disposal	-	-	-	-
Profit on Disposal	-	-	-	-
Disposal Proceeds	-	-	-	-
Cost as at 1st March 2021	<u>1,093</u>	<u>5,993</u>	<u>104,608</u>	<u>111,694</u>
Depreciation as at 2nd March 2020	1,093	5,798	99,638	106,529
Charge for Year	-	195	4,970	5,165
Eliminated on Disposal	-	-	-	-
Depreciation as at 1st March 2021	<u>1,093</u>	<u>5,993</u>	<u>104,608</u>	<u>111,694</u>
Net Book Value at 1st March 2021	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Net Book Value at 1st March 2020	<u>          </u>	<u>391</u>	<u>4,970</u>	<u>5,361</u>

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

8. Debtors - All Receivable Within One Year	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Trade Debtors	2,456	8,265
Other Debtors	-	-
Prepayments & Accrued Income	-	-
	<u>2,456</u>	<u>8,265</u>

9. Creditors - Amounts Falling Due Within One Year	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Trade Creditors	-	-
Other Creditors	586	1,271
Accruals & Deferred Income	822	798
	<u>1,408</u>	<u>2,069</u>

10. Analysis of Net Assets between Funds	<u>General</u>	<u>Transport</u>	<u>Other</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Fund Balances as at 1st March 2021 as represented by:				
Tangible Fixed Assets	-	-	-	-
Current Assets	70,805	-	48,706	119,753
Current Liabilities	(1,396)	-	-	(1,396)
	<u>69,409</u>	<u>-</u>	<u>48,706</u>	<u>118,357</u>

11. Transport	<u>2020</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>Transfers</u>	<u>2021</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Transport Income & Expenditure	-	124,337	(32,272)	(92,065)	-

12. Other Funds	<u>2020</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>Transfers</u>	<u>2021</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Shropshire Community Car Scheme	-	-	-	-	-
Fund Raising	41,326	9,053	(1,673)	-	48,706
	<u>41,326</u>	<u>9,053</u>	<u>(1,673)</u>	<u>-</u>	<u>48,706</u>



**How we adapted to the Covid-19 pandemic  
2020 – 2021**

# Changed how we work and ensured business continuity....



Flexibly worked from home



Phone lines diverted daily to our own phones



Weekly online team meetings by Zoom



Secure online storage of documents to access remotely



Lone working in office 1-2 times weekly to check post and meet volunteers by appointment



Monitored guidance provided by the CTA and implemented safety measures as advised



# School contracts



- Remained on standby to meet school contract obligations.
- Drove keyworker children to school as required.
- Adapted our vehicles with Perspex screens to keep drivers and passengers safer.

# Meeting the needs of our members



Collected and safely delivered prescriptions and shopping from local shops to members' doorsteps.



Continued to take members to their medical appointments.



Taking people for the Covid jabs.

# Looking after mental health and well-being....



Created a Swap Shop Bus, stocked with donated books, CDs, DVDs, jigsaw puzzles and puzzle books.

Drivers also had postage stamps for sale and could take letters to be posted.

We took requests for visits and our drivers used their local knowledge to target specific streets, but this was available for the whole community to use.



# Looking after mental health and well-being....

We setup a telephone befriending service called the “Friendly Voice”.

Members requesting this were matched with a volunteer to regularly call for a chat.

This had the added benefit of us being able to check how members were.



# Looking after mental health and well-being....



Regular Welfare Calls were made to members known to us as being vulnerable or suffering poor mental health.

We've implemented our safe-guarding policy when necessary.



# Looking after mental health and well-being....

## Garden plants wordsearch

Fuchsia	O	L	E	L	E	R	H	I	H	A	E	L	H	E
Dahlia	N	L	H	H	L	M	O	H	A	A	Y	H	L	M
Delphinium	I	P	H	L	O	X	H	S	N	E	P	H	H	R
Lily	N	Y	K	L	Y	P	L	E	E	O	O	T	O	I
Hosta	I	C	C	M	U	I	N	I	H	P	L	E	D	E
Peony	A	Y	O	I	H	O	S	T	A	I	P	E	D	A
Lupin	T	L	H	D	L	Y	U	O	K	P	A	H	S	R
Phlox	T	I	Y	H	F	U	C	H	S	I	A	T	N	O
Rose	P	L	L	O	N	I	P	U	L	L	E	D	D	A
Lavender	E	H	L	H	M	I	D	S	I	R	H	L	F	S
Aster	O	C	O	L	O	N	C	A	A	S	T	D	U	I
Hollyhock	N	N	H	E	L	H	Y	I	X	E	A	H	R	P
	Y	D	L	A	V	E	N	D	E	R	N	T	O	E
	K	S	V	E	C	A	N	L	L	L	D	S	I	U

## Riddles (the answers are in the centre)

1. What has to be broken before you can use it?
2. I'm tall when I'm young and short when I'm old. What am I?
3. You see me once in June, twice in November and not at all in May. What am I?
4. What is full of holes but still holds water?
5. I have branches, but no fruit, trunk or leaves. What am I?
6. What has many keys but can't open a single lock?
7. What can you hold in your left hand but not in your right?
8. I am an odd number. Take away a letter and I become even. What number am I?
9. What gets wetter the more it dries?
10. Two fathers and two sons are in a car, yet there are only three people in the car. How?



July 2020

## We're missing and thinking of you!

We've enclosed a "hug" with this newsletter to remind you that we're here for you if you need us. It has a magnet on the back to pop it on your fridge so its handy when you need to call us, or you could use it as a bookmark!

### Here's a reminder of how we can help you:

- **Someone to talk to....**  
A Friendly Voice Volunteer can call you each week for a friendly chat. This is helping many of our passengers who are feeling lonely during self-isolation.
- **Take you to your medical appointment**  
Our volunteers are following guidelines and will also clean down the vehicle before and after your journey. See the next page for more information about face masks and hand sanitiser.
- **Post your letters, lend you a book, jigsaw puzzle, DVD or CD**  
Call us to request a visit from the Friendly Swap Shop Bus if you're in Broseley or Much Wenlock. Our volunteers will bring a selection of items to your doorstep and take any letters to post (stamps are available to buy too). All items are carefully quarantined to avoid spreading germs.
- **Collect your prescriptions and shopping**  
If you can't get your items delivered, a volunteer will collect them and bring them to you. Our previous newsletters have explained how this works, but we can explain when you call if you're not sure.



### Annual General Meeting (AGM)

We've not been able to hold our AGM June, as normal. We'll let you know as soon as we're able to safely hold it. Please call or email us if you'd like a copy of our accounts.

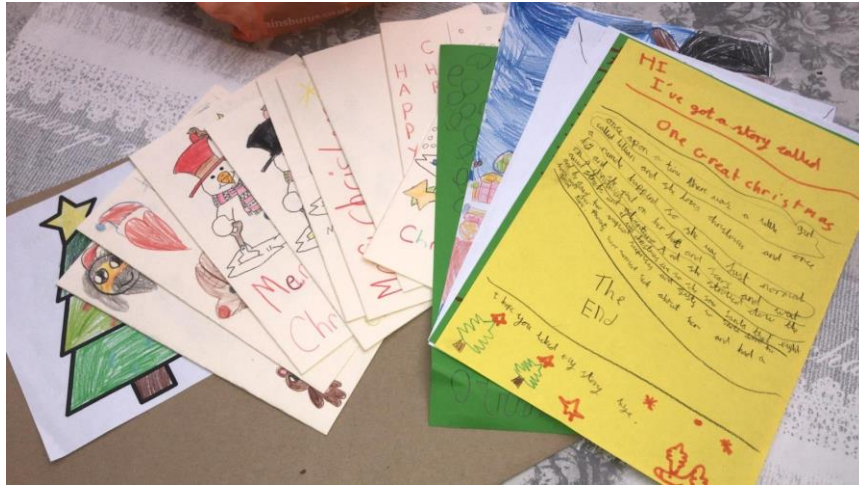


We continued to send our monthly newsletter to members. Content included how we could help, signposted to additional resources (e.g. mental health charities) and highlighted current scams.

Volunteers told us wordsearches were popular with members so we started including one to help with the boredom!

Newsletters that summarised how we can help were also sent to non-members who'd used Friendly Bus in the previous 12 months.

# Looking after mental health and well-being....



To help spread some Christmas cheer, local schools kindly supported our request for Christmas cards and stories to send to members. These were quarantined and included in our December newsletters.



We entered every member into a free draw to win a Christmas hamper.

*"What a lovely surprise, Isabelle made me a beautiful card – it cheered me up no end! It really is excellent, I love it! It's sitting on my mantle piece and makes me smile each time I see it"*

# Looking after mental health and well-being....



Feedback from volunteers and our welfare calls highlighted that many of our members were struggling.

We made and sent every member a **fridge magnet**. A handy reference for our phone number and to remind them we're here for them.

We teamed up with Shropshire Wildlife Trust's **Feed the Birds** campaign to provide starter kits containing a feeder, bag of seed and ID charts. Kits were delivered to everyone who requested one -it was lovely to have a much needed doorstep chat too!





# Community involvement



We have an active role in the newly formed community support group, **Broseley Covid Helpline**.

- Take calls during our manned hours 9am to 1pm Monday to Friday.
- Arrange from their database of volunteers, for prescriptions or shopping to be collected for members of the community unable to leave their homes.
- Update their call logs.



# Community involvement

We supported local initiatives such as the Food Share Project. They make food that is surplus or past its best before date available free or at discounted prices to avoid it going to landfill.

We helped by delivering food parcels to local residents.





## Our volunteers



The number of volunteers able to continue driving for us during the pandemic, dropped considerably. Many felt understandably uncomfortable to continue or fell into the government's vulnerable category.

Volunteers who did continue, have worked tirelessly to drive members to medical appointments, whilst following guidelines to keep them and our members safe on journeys.

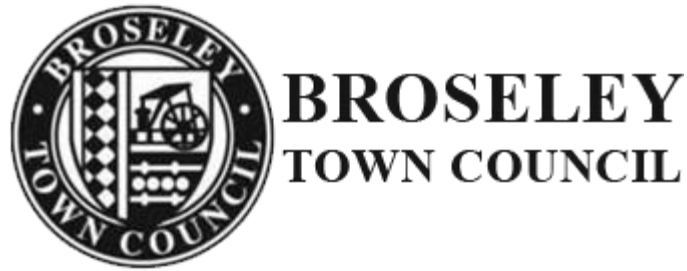
Volunteers who were unable to continue driving have given up so much of their time to ring members (usually more than one), each week for a chat.

*“Thank you to everyone for all your hard work and commitment to supporting Friendly Bus and our members”.*

# Support

Demand for grants and funding became very competitive in 2020. According to the Community Transport Association (CTA) the success rate of grant applications reduced to just 4%.

We're extremely fortunate to have been successful for a number of grants.



Broseley Town Council have awarded us 2 grants to support our Services



The Department for Transport provided grants to support bus operators for their lost income. We lobbied for community transport to be included and was successful!

# Support

Recognising the reduced mobility and confidence that self-isolation is likely to have caused our members, we created the “**Socially Active**” project.

The People’s Postcode Lottery have kindly granted us **£5,860** in funding to support this project.

Supported by players of



Awarded funds from



We'll be able to offer volunteer-supported walks from members' homes, group outings to safe venues for a walk and chat to offer exclusive-use swimming sessions.

This project will help build members' confidence to venture outside again, provide social opportunities, exercise, support, enjoyment and some normality again.



# Support



During the pandemic a Facebook initiative was setup by a local resident to show kindness. Amazon wishlists were shared amongst each other to gift strangers. From offering raffles on the page, money was raised and then used to support local causes.

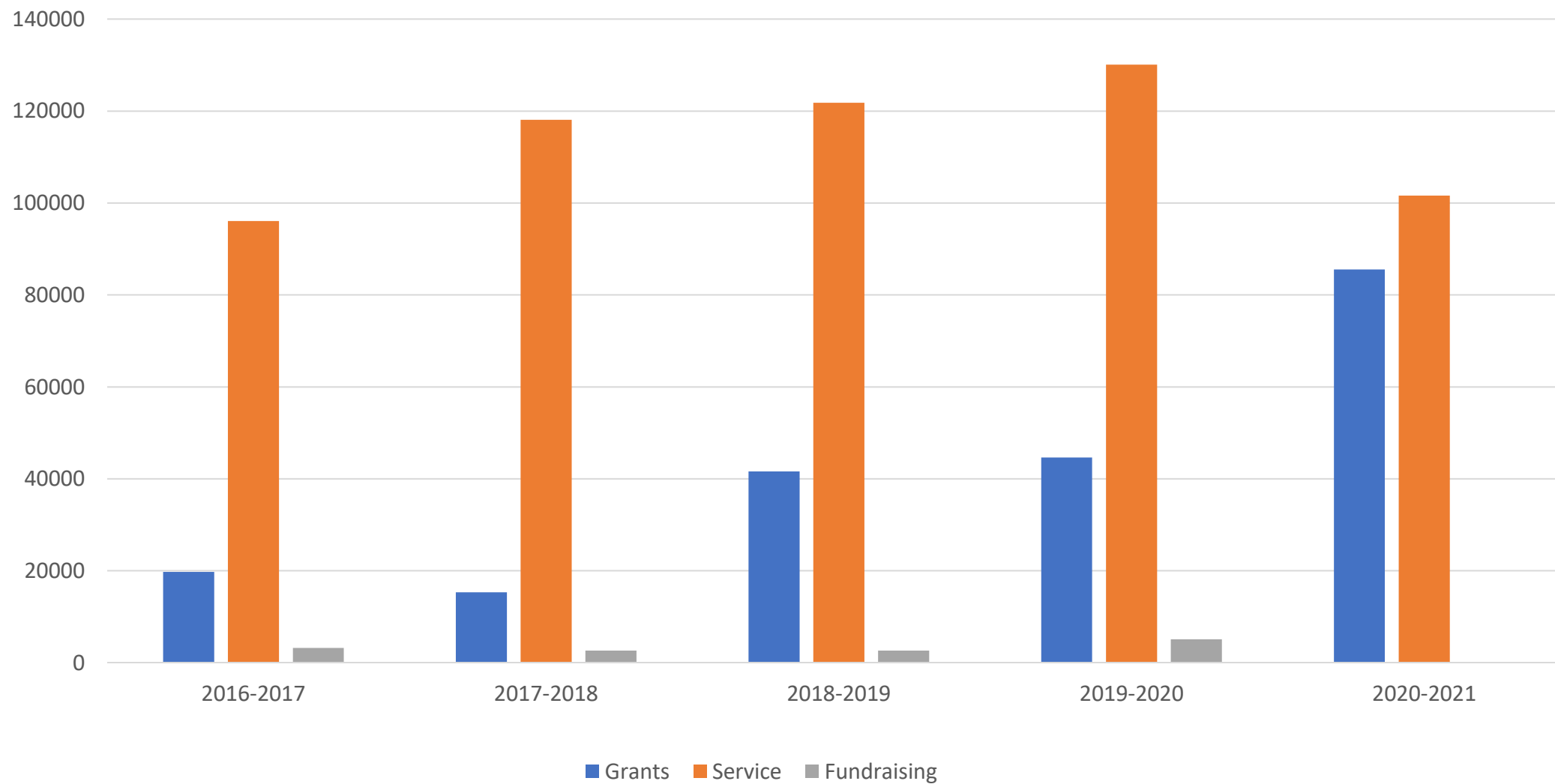
We were donated a limited supply of puzzle books, playing cards, dominoes, pens, notebooks, envelopes and postage stamps to share amongst our members.

These were distributed by the Swap Shop Bus.

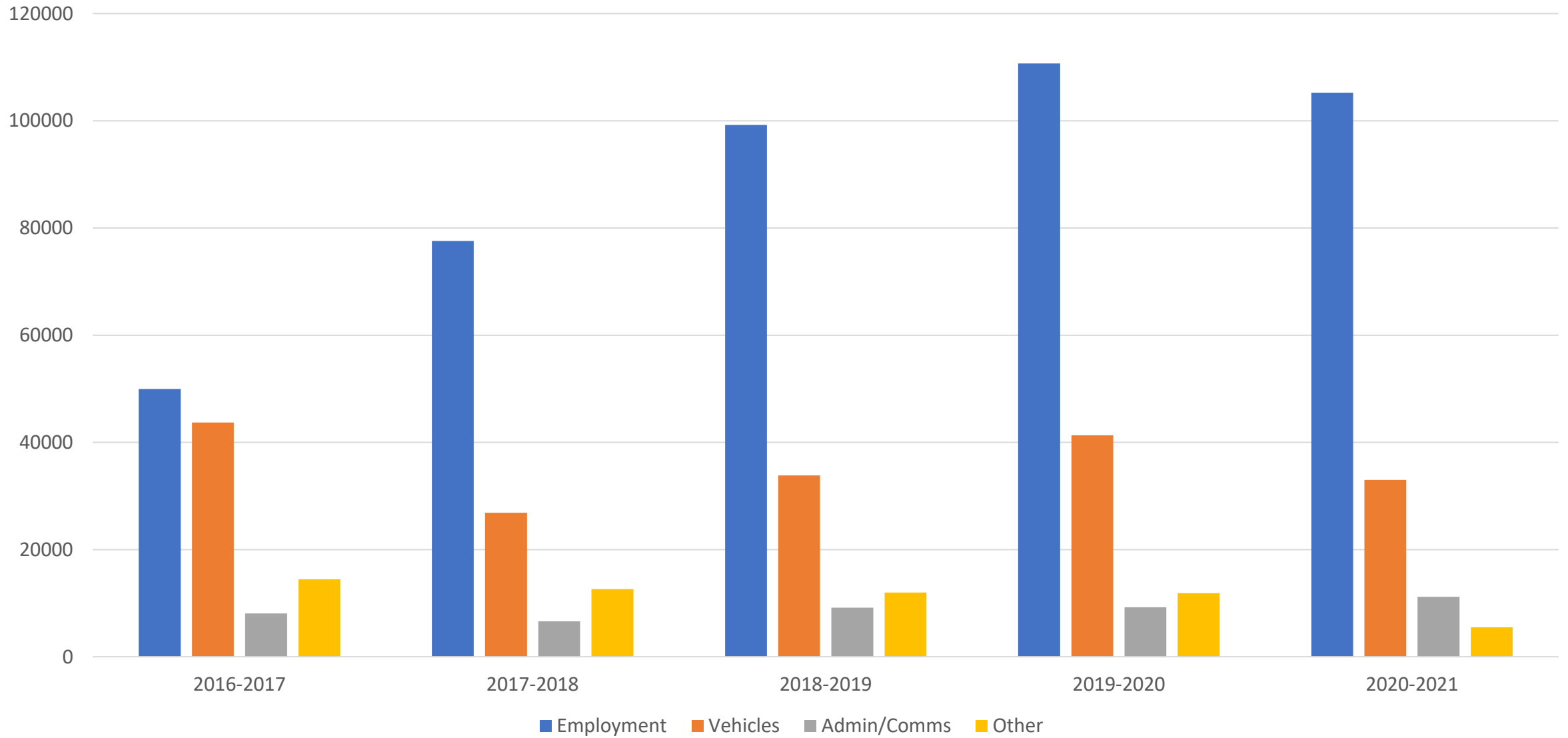
Many members and their families have continued to send us donations throughout the pandemic.

**Thank you to everyone who has donated to us.**

# Income



# Expenditure





# Online Communications

## Top towns/cities

Broseley



Telford



Bridgnorth



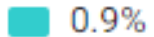
Shrewsbury



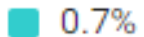
Much Wenlock



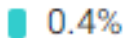
Wolverhampton



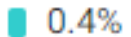
Birmingham



Droitwich



Shifnal



Stafford



**Facebook**

**448 Likes, 491 Follow**

(an increase of **67%** since March 2020)

- The largest proportion of likes (almost half) are people that live in Broseley.
- A quarter of likes come from Telford.
- Only 4.9% come from Bridgnorth and 4.5% come from Much Wenlock. This is not surprising as Much Wenlock has a much older demographic and there's significantly less engagement on social media. We need to focus on reaching our audience in Much Wenlock in other ways, locally.

# Socially Active Outings



A beautiful visit to the  
Ironworks Centre



A super day out in  
Llandudno



# Socially Active Outings



**“Thank you for the best day ever!”**

**Our first outing was to Percy Throwers  
garden centre**

***“What a lovely day we all had yesterday, we  
laughed all the way there and all the way  
back! It did us all the world of good and I had  
the best fish and chips in the café that I’ve  
had for a long time”! JK***

## Visits to the Cavelier Centre

Nancy said ‘I am so happy to be  
out again, hearing the sounds of  
other people’

Pat Said ‘It really was a lovely trip’



# Good Neighbour Scheme

We have new services, here's a useful summary of all the ways we can now help you.



Regular outings to shops, parks, day trips, meeting up with friends



Light gardening and household duties, collecting library books, changing batteries in smoke alarms



Shopping and prescription collections if you're unable to leave your home



Regular phone calls or face to face visits as well as transport to local clubs

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**

**(A COMPANY LIMITED BY GUARANTEE)**

**REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 1st MARCH 2021**

**REGISTERED CHARITY NUMBER - 1131707**

**COMPANY NUMBER - 4770291 (ENGLAND & WALES)**

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**COMPANY INFORMATION**

**DIRECTORS / TRUSTEES**

Margaret Dutton  
Janet Robinson  
Elizabeth Mars  
Nigel Porter  
Christopher White  
Alison Richards  
Suzanne Boulos  
David Mariott

**SECRETARY**

Elizabeth Mars

**REGISTERED OFFICE**

57, High Street,  
Broseley,  
Shropshire.  
TF12 5EY

**INDEPENDENT EXAMINERS**

Silver & Co.,  
Accountants, Taxation and Business Advisors,  
The Hollies,  
16, St. John Street,  
Bridgnorth,  
Shropshire.  
WV15 6AG.

**BANKERS**

Unity Trust Bank Plc.,  
9, Brindley Place,  
Birmingham.  
B1 2HB.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**CONTENTS**

	<u>Page</u>
Directors' and Trustees' Report	1 - 2
Independent Examiners Report	3
Statement of Financial Activities	4 - 5
Balance Sheet	6
Notes to the Financial Statements	7 - 10

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE DIRECTORS AND TRUSTEES**  
**FOR THE YEAR ENDED 1st MARCH 2021**

The trustees, who are also directors of the charity for the purposes of the company law, submit their annual report and the unaudited financial statements for the year ended 1st March 2021. The trustees have adopted the provisions of the Statements of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

### **Directors and Trustees**

The Directors who served during the year are as set out under "Company Information".

### **Structure, Governance and Management**

The Company is governed by its Articles of Association and is controlled by the Directors.

### **Statement of Directors' Responsibilities**

The trustees (who are also directors of The Friendly Transport Service (Shropshire) for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 incoming resources and application of resources, including 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 apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRSSE);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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. 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 information of which the charitable company's examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

### **Internal Control and Risk Management**

The Directors review the effectiveness of all material internal controls, including operational, financial and compliance controls and risk management systems.

The internal control systems are designed to meet the Company's particular needs and the risks to which it is exposed, to manage those risks and to provide reasonable assurance against misstatement or loss.



**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE DIRECTORS AND TRUSTEES (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

**Statement of Disclosure of Information to Independent Examiners**

We, the Directors of the company who held office at the date of approval of these Financial Statements. As set out above, each confirm so far as we are aware, that:

- there is no relevant information of which the company's independent examiners are unaware: and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant information and to establish that the company's independent examiners are aware of that information.

**Objectives and Activities**

The principal objectives and activities of the charity continued to be that of providing a community passenger transport service within the Bridgnorth District.

**Achievements and Performance**

The results for the year are set out in the attached statement of financial activities.

The company has continued to provide transport for the members of the community without alternative means of transport in the Broseley and Much Wenlock area. It has also continued to administer the Shropshire Community Car Scheme in Broseley and Much Wenlock.

**Financial Review**

The Company's policy is to retain surplus funds pending suitable application by the company for assistance of a project within the terms of charitable status.

The Treasurer maintains the financial records of the Company, in conjunction with the Company's Secretary and reports regularly at all meetings.

**Custodial Trustee**

All assets are held and belong to the Company, and none are held on behalf of third parties.

**Independent Examiners**

A resolution proposing that Silver & Co. be re-appointed as independent examiners of the charity will be put to the members at the forthcoming Annual General Meeting.

**By Order of the Board**

.....  
**Elizabeth Mars (Secretary)**

.....  
**Date**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF**  
**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**

We have examined the financial statements of The Friendly Transport Service (Shropshire) for the year ended 1st March 2021, which comprises Statement of Financial Activities, Balance Sheet, and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

**Respective responsibilities of Trustees and Independent Examiner**

The Trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- a) examine the accounts under section 145 of the 2011 Act;
- b) follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- c) state whether particular matters have come to our attention.

**Basis of Opinion**

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

**Independent examiner's statement**

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

- a) which gives us reasonable cause to believe that, in any material respect, the requirements:
  - i. to keep accounting records in accordance with section s130 of the 2011 Charities act; and
  - ii. To prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 act and with the methods and principles of the Statement of Recommended practice: Accounting and Reporting by Charities have not been met; or
- b) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Silver & Co.  
Accountants, Taxation & Business Advisors

The Hollies,  
16, St. John Street,  
Bridgnorth,  
Shropshire.  
WV15 6AG.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 1st MARCH 2021**

		<b><u>Administration</u></b>	<b><u>Transport</u></b>			
		<b><u>&amp; Office</u></b>	<b><u>Income &amp;</u></b>	<b><u>Other</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
<b>Incoming Resources</b>	<b><u>Notes</u></b>	<b><u>Expenses</u></b>	<b><u>Expenses</u></b>	<b><u>Funds</u></b>	<b><u>Total</u></b>	<b><u>Total</u></b>
		<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Grants - Local Authority	3	49,842	-	-	49,842	38,931
Grants - Other Trusts	3	2,000	-	711	2,711	4,072
Grants - Other	3	-	16,321	-	16,321	-
Government Wages Support		-	-	7,076	7,076	-
Fares		-	101,103	-	101,103	115,927
Donations	2	-	5,953	-	5,953	8,161
Subscriptions		-	960	-	960	1,662
Bank Interest		188	-	-	188	84
Fundraising		91	-	-	91	5,080
Shropshire Community Car Scheme		1,743	-	1,266	3,009	5,879
<b>Total Incoming Resources</b>		53,864	124,337	9,053	187,254	179,796
<b>Resources Expended</b>						
Staff Costs/Expenses/Redundancy		105,227	-	-	105,227	110,686
Rent, Rates and Service Charge		3,600	-	-	3,600	3,600
Insurance		1,355	-	-	1,355	1,198
Repairs & Maintenance		155	-	-	155	1,962
Fixtures and Fittings		1,194	-	-	1,194	-
Printing, Postage & Stationery		1,702	-	-	1,702	1,730
Telephone		1,422	-	-	1,422	743
Catering & Room Hire		-	-	74	74	276
Shifnal - Car Hire		6,653	-	-	6,653	-
Shropshire Community Car Scheme		1,743	-	1,384	3,128	5,889
Vehicle Running Costs		-	26,838	-	26,838	41,316
Volunteers Expenses		-	465	-	465	3,850
Fund Raising		-	-	215	215	329
Accountancy Fees		822	-	-	822	798
Bank Charges		143	-	-	143	-
General Expenses		-	-	-	-	394
Subscriptions		156	-	-	156	182
Other		2,213	-	-	2,213	-
Depreciation & Amortisation		196	4,969	-	5,165	5,165
(Profit)/Loss on Disposal of Assets		-	-	-	-	-
<b>Total Resources Expended</b>		126,581	32,272	1,673	160,526	178,118
Net Incoming Resources before transfers		(72,717)	92,065	7,380	26,727	1,678
Transfers between Funds		92,065	(92,065)	-	-	-
<b>Net Movement in Funds</b>		19,348	-	7,380	26,727	1,678
Fund Balances Brought Forward		50,061	-	41,326	91,387	89,709
Fund Balances Carried Forward		69,409	-	48,706	118,114	91,387

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

All amounts above are derived from continuing operations and the trust has no recognised gains or losses other than those passing through the Statement of Financial Activities.

The annexed noted on pages 8 - 11 form part of these financial statements.

plus 124.65 cash adjust  
plus 100 graham hollox, plus 605 other

£164 overview

187107 overview with 125 cash adjust and 22 int diff

was 105912, less p30bfwd and to pay I cooper 852 feb21

not in overview

after 1134 scc  
after 609scc

28193 in overview less 1355 ins

798 overview, 822, 2021 rate

not in overview

156022 overview exc depn

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**BALANCE SHEET**  
**AS AT 1st MARCH 2021**

	<u>Note</u>	<u>2021</u>	<u>2020</u>
		£	£
<b>Fixed Assets</b>			
Tangible Fixed Assets	7	-	5,165
<b>Current Assets</b>			
Debtors	8	2,456	8,265
Cash at Bank and in Hand		117,054	80,026
		<u>119,510</u>	<u>88,291</u>
<b>Creditors</b>			
Amounts falling due within one year	9	<u>(1,396)</u>	<u>(2,069)</u>
<b>Net Current Assets</b>		118,114	86,222
<b>Net Assets</b>		<u>118,114</u>	<u>91,387</u>
<b>Capital and Reserves</b>			
Called up Share Capital		-	-
General Funds		69,409	50,061
Transport Funds	11	-	-
Other Funds	12	48,706	41,326
<b>Total Funds</b>		<u>118,114</u>	<u>91,387</u>

1. The Directors are satisfied that the company was entitled to exemption under section 477 of the Companies Act 2006 relating to the small companies regime and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006.
2. The Directors acknowledge their responsibility for:
  - i. ensuring that the company keeps accounting records which comply with section 386; and
  - ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with requirements of this Act relating to accounts, so far as applicable to the company.
3. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008).

**Signed on behalf of the Board of Directors**

.....

**Director**

Signed for and on behalf of the Board of Directors on 2021.  
 The annexed notes on pages 8 - 11 form part of these financial statements.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES ON THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 1st MARCH 2021**

**1. Accounting Policies**

**(a) Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued by the Charity Commission in 2005 and applicable accounting standards.

The financial statements have also been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and have also been consistently applied.

**(b) Company Status**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability of the members is limited to £1 each.

**(c) Fund Accounting**

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out on the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

**(d) Incoming Resources**

All incoming resources are included in the S.O.F.A. when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is received by way of donations and gifts and is included in full in the S.O.F.A. when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the S.O.F.A. in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

**(e) Resources Expended**

Resources expended are recognised in the year in which they are incurred.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Management and administration costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

**(f) Tangible Fixed Assets and Depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Yellow Mini Bus Equipment	33.3% Straight Line
Office Fittings & Equipment	33.3% Straight Line
Motor Vehicles	25% Straight Line

**2. Donations**

	<b><u>General</u></b>	<b><u>Transport</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Donations	-	5,953	5,953	8,161

**3. Grant Income**

	<b><u>General</u></b>	<b><u>Transport</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<b>Local Authority</b>				
Grant - Shropshire Council SLA	22,842	-	22,842	38,931
Grant - Town Councils	2,802	-	2,802	-
Grant - Shropshire Council Shifnal	27,000	-	27,000	-
Grant - CBSSG	13,519	-	13,519	-
	<u>66,163</u>	<u>-</u>	<u>66,163</u>	<u>38,931</u>
<b>Other Trust</b>				
BSOG	711	-	711	2,072
Other Trusts	2,000	-	2,000	2,000
	<u>2,711</u>	<u>-</u>	<u>2,711</u>	<u>4,072</u>

**4. Grants - Other**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Shropshire Community Transport	-	-
Donation for Swimming Club (from Broseley & Barrow Local Joint Committee)	-	-
Local Sustainable Transport Fund	-	-
	<u>-</u>	<u>-</u>



**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

5. Operating Gain	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Operating gain is stated after charging:		
Depreciation and other amounts written off tangible assets	5,165	5,165
	<u>                    </u>	<u>                    </u>
and after crediting:		
Profit on disposal of tangible fixed assets	-	-
	<u>                    </u>	<u>                    </u>

6. Employees	<u>2021</u>	<u>2020</u>
<b>Number of employees</b>		
The average monthly number of employees (excluding trustees) during the year was:		
Administration Staff	7	7
	<u>                    </u>	<u>                    </u>

Employment Costs	<u>Financed by</u>		
	<u>General</u>		
	<u>Fund</u>	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Wages & Salaries	44,499	44,499	49,333
Contract Staff Costs	38,518	38,518	35,181
Social Security Costs	6,853	6,853	8,232
Pension Costs	10,886	10,886	13,167
Payroll Management	1,199	1,199	1,104
Staff Training/Expenses	3,272	3,272	3,669
	<u>105,227</u>	<u>105,227</u>	<u>110,686</u>

7. Tangible Fixed Assets	<u>Mini Bus</u>	<u>Office</u>	<u>Motor</u>	
	<u>Equipment</u>	<u>Fittings &amp;</u>	<u>Vehicles</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Cost as at 2nd March 2020	1,093	5,993	104,608	111,694
Additions	-	-	-	-
Eliminated on Disposal	-	-	-	-
Profit on Disposal	-	-	-	-
Disposal Proceeds	-	-	-	-
Cost as at 1st March 2021	<u>1,093</u>	<u>5,993</u>	<u>104,608</u>	<u>111,694</u>
Depreciation as at 2nd March 2020	1,093	5,798	99,638	106,529
Charge for Year	-	195	4,970	5,165
Eliminated on Disposal	-	-	-	-
Depreciation as at 1st March 2021	<u>1,093</u>	<u>5,993</u>	<u>104,608</u>	<u>111,694</u>
Net Book Value at 1st March 2021	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Net Book Value at 1st March 2020	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

**THE FRIENDLY TRANSPORT SERVICE (SHROPSHIRE)**  
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**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 1st MARCH 2021**

8. Debtors - All Receivable Within One Year	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Trade Debtors	2,456	8,265
Other Debtors	-	-
Prepayments & Accrued Income	-	-
	<u>2,456</u>	<u>8,265</u>

9. Creditors - Amounts Falling Due Within One Year	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Trade Creditors	-	-
Other Creditors	586	1,271
Accruals & Deferred Income	822	798
	<u>1,408</u>	<u>2,069</u>

10. Analysis of Net Assets between Funds	<u>General</u>	<u>Transport</u>	<u>Other</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Fund Balances as at 1st March 2021 as represented by:				
Tangible Fixed Assets	-	-	-	-
Current Assets	70,805	-	48,706	119,753
Current Liabilities	(1,396)	-	-	(1,396)
	<u>69,409</u>	<u>-</u>	<u>48,706</u>	<u>118,357</u>

11. Transport	<u>2020</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>Transfers</u>	<u>2021</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Transport Income & Expenditure	-	124,337	(32,272)	(92,065)	-

12. Other Funds	<u>2020</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>Transfers</u>	<u>2021</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Shropshire Community Car Scheme	-	-	-	-	-
Fund Raising	41,326	9,053	(1,673)	-	48,706
	<u>41,326</u>	<u>9,053</u>	<u>(1,673)</u>	<u>-</u>	<u>48,706</u>