

Company registration number: 06822148

Charity registration number: 1132653

# Weston & District Community Transport Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025



WESTCOTTS

CHARTERED ACCOUNTANTS  
& BUSINESS ADVISERS

**Weston & District Community Transport Ltd**

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## **Weston & District Community Transport Ltd**

### **Reference and Administrative Details**

<b>Chairman</b>	D Ray
<b>Trustees</b>	J R Ryland-Brown P Fox S Russe R A Bailey D Ray J Chard
<b>Secretary</b>	J R Ryland-Brown
<b>Charity Registration Number</b>	1132653
<b>Company Registration Number</b>	06822148
	The charity is incorporated in England and Wales.
<b>Registered Office</b>	Unit 3a Westland Distribution Centre Winterstoke Road Weston-super-Mare North Somerset BS24 9AD
<b>Auditor</b>	Westcotts (SW) LLP Tallford House 38 Walliscote Road Weston-super-Mare Somerset BS23 1LP
<b>Bankers</b>	Lloyds Bank Plc Weston 2 South Parade Weston-super-Mare Somerset BS23 1JL

## **Weston & District Community Transport Ltd**

### **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2025.

#### **Objectives and activities**

The core activity is Dial-a-Ride – this service has been in place since the organisation was merged by a previous group of custodians but overseen by a Trustee recently retired.

DAR is a membership scheme providing transport service to all, but largely elderly & disabled residents of Weston-Super-Mare. Once membership has been established members call a booking line or email their transport request – The Service is used for medical / retail / social / general activity – the service being door to door.

Annual Membership – Paid in advance of service utilisation.

Single / Return Fares are applicable.

The large majority of WDCT vehicles (all Mini – Bus platform) are accessible – meaning they are built with lifts – handles – lower steps and removable seats to accommodate elderly and disabled passengers.

If this service did not exist, practically all members would likely not have any transport service leaving them lonely, isolated and vulnerable, therefore it is vital WDCT continue Community Transport in WSM & surrounding areas.

This service also ensures we retain Charity Status – Not for Profit Organisation.

DAR was financially supported via an annual grant from the Local Authority – North Somerset Council, although the grant was never enough to meet full cost recovery and all grant funding was withdrawn by NSC in 2023.

The Trustees / Management had already identified that additional funding was required, the options considered were direct fundraising (via National Lottery) or increasing transport activity to boost income to support the Charity.

Previously WDCT had not been involved in Home to School services, an opportunity arose to become involved and that was the option taken.

HTS is a central Government funded initiative that all Local Authorities across the UK provide, it can be mainstream paid for by parents but in most cases, it is a local authority funded service.

WDCT mainly support SEN (Special Education Needs) passengers transport from home to SEN School's return, the vast number of passengers suffering from physical / mental health conditions some with high complexity needs.

In providing this service as an accessible service it dovetails with all our activities and WDCT are the leading provider of accessible transport in North Somerset

HTS contracts are 12/24/36 months in duration, that are awarded via a competition platform, the benefits are two fold – whilst there is cost to operate, the surplus generated is used to support the Charity / DAR service, the contracts are over an extended period giving the organisation growth opportunities and financial stability.

We have now been through contract expiry and renewal and have identified that this is a repeat process allowing for longer term growth and stability.



## **Weston & District Community Transport Ltd**

### **Trustees' Report**

In addition to DAR / HTS – WDCT operate many other transport services that support the community as a whole.

The above represents core activity, the objectives are to sustain and where possible to improve and grow our services to meet ever increasing demand.

#### **Achievement and performance**

DAR is in demand – WSM has an aging population and many residents live alone and once they lose their independence need to find transport services that are affordable and flexible that retains their freedom and independence.

We have over 300 members some are frequent users some infrequent, but we do ensure we offer service when called upon – there can be limitations – notably drivers resource and a fact often overlooked is elderly and disabled people have either no or limited mobility meaning it takes much longer to carry out each transportation process, therefore it can limit how much we can do per route each day. The service works on a booking call handling email response and is controlled via a system-based platform.

There is a mortality factor, meaning we have regular drop out but the process continues because of the population profile – Our achievement with this service is to continue to meet the demand by controlled and organised booking systems – advanced planning and driver / staff retention because experienced empathetic staff are essential with this type of service.

We monitor and run monthly reports to ensure we have sufficient resource, although affordability is a factor – there are limits to what is practical from a business perspective.

All Drivers carry out Midas training which is the recognised standard for driving a Mini-Bus – We operate our own Midas training, as well as offering Midas training externally to Schools/Academies/Colleges. WDCT in collaboration with WSM College are the approved CTA Midas Training Centre for the Southwest.

Additional training and updates are ongoing, notably change of wheelchair types and security restraints as technology evolves.

In addition to the above HTS service has grown over the seven years of operation – starting with 4 routes in 2018 – we now fund 31 routes amounting to transporting approx. 350 SEN students am / pm during the School academic year – this represents 10% of the entire NSC HTS cohort – meaning all the challenges transporting complex needs students involves ensuring we attain all the necessary compliances – DBS – Safeguarding – First Aid. WDCT are now one of the largest HTS Operators in the County and have built a reputation as a reliable, responsible, trustworthy operator.

All HTS activity is monitored, managed and controlled by daily reporting procedures.

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

The Structure, Governance, Management and Primary Objectives of the Charity is as laid down in the Memorandum and Articles of Association.

The day to day activities to meet these objectives are the responsibility of the General Manager as described in the Business Plan, an update on progress is made at each Trustee meeting.

Achievements and performance are reported in the General Manager's Report to the Trustees at each meeting of the Trustees.

## **Weston & District Community Transport Ltd**

### **Trustees' Report**

The financial situation of the Organisation is reported and reviewed at each Trustee meeting by the Finance Administrator.

The Charity does not have a specific Reserves policy at the present time, see the General Manager's report on the creation of a 2nd bank account to cover vehicle replacement and perspective office relocation. Surplus funds from daily operations are transferred to this 'Reserve' account.

The plans for the future are defined in the Business Plan. The primary task for the Board of Trustees is to ensure that there is a succession plan.

Each Trustee is made aware of their responsibilities as a Trustee on appointment and these are produced in the Trustees handbook,

As a Charity WDCT is governed by a board of Trustees, all volunteers, who are elected / re-elected each year at the AGM.

There have been numerous changes over the years – but we do try to ensure a retention of Trustees who have experience of the organisations needs and have career skill sets that add value to daily activity.

Trustees are encouraged to take an active part in daily activity as well as providing advice and support with various administrative challenges.

There are currently six Trustees.

### **Management**

One Manager who oversees the whole operation.

Responsible for structure/strategy/finance limits/recruitment/personnel/fleet acquisition-disposal/customer service – retention – contracts (HTS)/pricing/insurance/office administration/Site Management Control.

Supported by four office administrators.

### **Risk Management**

Risk Assessments have been created for aspects of the business requiring quality control – Policy & Procedures.

Business interruption and contingency planning built into commercial insurance policy, Limited Indemnity.

We do not hold certificated Quality Control Accreditation.

Risk Management is part of the General Manager's role and overseen by the Board of Trustees.

### **Finance**

Our Financial Management provides Trustees and Senior Managers with guidance on how to manage the charity's finances including making the best use of our reserves and investment opportunities.

Company Finance/Payroll/purchase ledger/sales ledger/banking – cash allocation/invoice reconciliation – credit control/personnel support – holiday management/Office support – administration.

## **Weston & District Community Transport Ltd**

### **Trustees' Report**

#### **Operations**

Fleet SMR/Fleet – Driver Allocations/School Contracts all daily activity – LA/School/Parent Liaison/Personnel support/Driver – Vehicle administration/Control & Compliance/Driver – Vehicle Safety Checks.

#### **Bookings**

DAR memberships/call – email handling/customer services/general enquiries/driving liaison – supervision/DAT reporting.

#### **Training**

Midas Internal – External – Training Centre Liaison/Fleet – Driver support/Customer Services/Customer pricing – quotations/Public Bus Services/General Enquiries/HTS + Other Services Reporting.

Supported by three for Fleet / Garage /Yard

#### **Fleet – Repairs**

X2 Drivers doubled up supporting lightweight vehicle repairs / advice – support to Fleet Dept/Accessible seating removal – refitting / Sourcing Parts – Components.

#### **Yard / Parking – Supervision**

Yard – Office building Supervision/Fleet Parking Control Supervision / Accessible Seating Control – Supervision / Fleet Cleaning Supervision.

#### **Community Transport Association**

Legislation / Permit to Operate – Section 19 permits – applicable to each vehicle.

General CTO advice.

#### **Reserves Policy**

We have for several years held two bank accounts – which is managed and controlled by our financial administrator – A current account – with all income and expenditure and a second account which we largely retain for capital expenditure – mostly used for improving our fleet with the purchase of newer vehicles, we have generated a healthy balance in the second account – However, a primary objective is to re-locate WDCT and this will likely impact on our financial reserves when the time comes.

#### **Trustees Responsibility**

Led by Chairman of Trustees – **Obligation and Responsibilities**

- Role is Voluntary
- Ensure Organisation is operated under terms & conditions of Charity Commission
- Members / Customer Liaison – Communication – AGM process
- Attend Four Meetings per year
- Ensure Organisation follows legislation set by Governing Body – Community Transport Association
- Finance Control

## **Weston & District Community Transport Ltd**

### **Trustees' Report**

- Capacity to give free time to support Management / Admin
- Assist – Operational Matters – Including Staff Disciplinary when required
- Guidance / Advice / Support – to Admin Team / Business Activity as a whole

### **Future Plans**

Main Objective – Relocate to a better / larger site WSM area – within 24/36 months.

Continue to seek and appoint Trustees – to add to the board, individuals who can add value to the organisation, replace Trustees who plan to retire.

Assess Admin team – all roles and responsibilities as the organisation grows, recruit and appoint personnel to support existing and take on additional responsibilities that will support growth and allow the organisation to flourish.

Driver / PA – Recruitment – improve availability / quality through training and legislation.

### **Statement of trustees' responsibilities**

The trustees (who are also the directors of Weston & District Community Transport Ltd for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 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. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its 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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.


## Weston & District Community Transport Ltd

### Trustees' Report

#### Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 23.12.2025 and signed on its behalf by:

  
J R Ryland-Brown  
Company secretary and trustee

## **Weston & District Community Transport Ltd**

### **Independent Auditor's Report to the Members of Weston & District Community Transport Ltd**

#### **Opinion**

We have audited the financial statements of Weston & District Community Transport Ltd (the 'charity') for the year ended 31 March 2025, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, 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 United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2025 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; 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 auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were 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 auditor's report 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.

## **Weston & District Community Transport Ltd**

### **Independent Auditor's Report to the Members of Weston & District Community Transport Ltd**

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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

#### **Opinion on other matter 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 Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

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

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

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.

#### **Responsibilities of trustees**

As explained more fully in the Statement of trustees' responsibilities (set out on page 6), the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor 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 an auditor's report 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.

## **Weston & District Community Transport Ltd**

### **Independent Auditor's Report to the Members of Weston & District Community Transport Ltd**

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience and through discussion with the directors. We communicated identified laws and regulations throughout our team, and remained alert to any indications of non-compliance throughout the audit.

- The company is subject to laws and regulations that govern the preparation of the financial statements, including financial reporting legislation, and other companies legislation. The company is also subject to other laws and regulations where the consequences of non-compliance could have a material impact on the amounts or disclosures within the financial statements including health and safety laws and regulations such as the Health and Safety at Work Act, environmental laws such as the Environmental Protection Act, employment laws and regulations and certain aspects of companies legislation.

- Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. In any audit, there remains a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.



## **Weston & District Community Transport Ltd**

### **Independent Auditor's Report to the Members of Weston & District Community Transport Ltd**

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

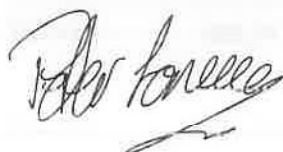
A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Other matters**

The corresponding figures in the financial statements are unaudited.

#### **Use of our report**

This report is made solely to the charitable company's trustees, 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 charity's trustees those matters we are required to state to them in an auditor's 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 its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Peter Lomax (Senior Statutory Auditor)  
For and on behalf of Westcotts (SW) LLP, Statutory Auditor

Tallford House  
38 Walliscote Road  
Weston-super-Mare  
Somerset  
BS23 1LP

Date: 23 December 2025

## Weston & District Community Transport Ltd

### Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2025 £	Total 2024 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	85,742	85,742	90,417
Charitable activities	4	1,133,364	1,133,364	857,667
Investment income	5	2,438	2,438	1,986
Total income		1,221,544	1,221,544	950,070
<b>Expenditure on:</b>				
Charitable activities	6	(1,144,955)	(1,144,955)	(935,333)
Total expenditure		(1,144,955)	(1,144,955)	(935,333)
Net income		76,589	76,589	14,737
Net movement in funds		76,589	76,589	14,737
<b>Reconciliation of funds</b>				
Total funds brought forward		448,306	448,306	433,570
Total funds carried forward	17	524,895	524,895	448,307

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 is shown in note 17.

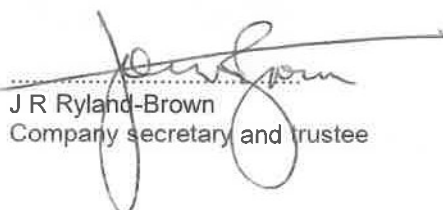
## Weston & District Community Transport Ltd

(Registration number: 06822148)

Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	12	126,349	128,458
<b>Current assets</b>			
Debtors	13	223,008	102,271
Cash at bank and in hand	14	<u>286,054</u>	<u>243,118</u>
		509,062	345,389
<b>Creditors: Amounts falling due within one year</b>	15	<u>(110,516)</u>	<u>(25,540)</u>
<b>Net current assets</b>		<u>398,546</u>	<u>319,849</u>
<b>Net assets</b>		<u>524,895</u>	<u>448,307</u>
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>524,895</u>	<u>448,307</u>
<b>Total funds</b>	17	<u>524,895</u>	<u>448,307</u>

The financial statements on pages 12 to 26 were approved by the trustees, and authorised for issue on 12.12.2025 and signed on their behalf by:

  
J R Ryland-Brown  
Company secretary and trustee

The notes on pages 15 to 26 form an integral part of these financial statements.

## Weston & District Community Transport Ltd

### Statement of Cash Flows for the Year Ended 31 March 2025

	Note	2025 £	2024 £
<b>Cash flows from operating activities</b>			
Net cash income		76,588	14,737
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		78,909	60,901
Investment income	5	(2,438)	(1,986)
Profit on disposal of tangible fixed assets		(5,792)	-
		<u>147,267</u>	<u>73,652</u>
<b>Working capital adjustments</b>			
(Increase)/decrease in debtors	13	(120,737)	1,102
Increase/(decrease) in creditors	15	<u>84,976</u>	<u>(5,027)</u>
Net cash flows from operating activities		<u>111,506</u>	<u>69,727</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	5	2,438	1,986
Purchase of tangible fixed assets	12	(76,800)	(75,290)
Sale of tangible fixed assets		<u>5,792</u>	<u>5,134</u>
Net cash flows from investing activities		<u>(68,570)</u>	<u>(68,170)</u>
Net increase in cash and cash equivalents		42,936	1,557
Cash and cash equivalents at 1 April		<u>243,118</u>	<u>241,561</u>
Cash and cash equivalents at 31 March		<u><u>286,054</u></u>	<u><u>243,118</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 15 to 26 form an integral part of these financial statements.

## **Weston & District Community Transport Ltd**

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

#### **1 Charity status**

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Unit 3a  
Westland Distribution Centre  
Winterstoke Road  
Weston-super-Mare  
North Somerset  
BS24 9AD

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

##### **Basis of preparation**

Weston & District Community Transport Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The financial statements are prepared in sterling which is the functional currency of the charity.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

## **Weston & District Community Transport Ltd**

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

#### **Judgements**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows: Valuation of investment properties, which is calculated by management's expert, as described in note 18, based on open market conditions.

#### **Income and endowments**

Income is included in the Statement of Financial Activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

##### ***Donations and legacies***

Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

##### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

##### ***Charitable activities***

Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

##### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

## **Weston & District Community Transport Ltd**

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

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### ***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

#### ***Support costs***

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### ***Governance costs***

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### ***Government grants***

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### ***Taxation***

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the 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 of the 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.

#### ***Tangible fixed assets***

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

#### ***Depreciation and amortisation***

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office equipment	25% Straight Line
Motor Vehicles	25% Straight Line

## **Weston & District Community Transport Ltd**

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

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Borrowings**

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.



## Weston & District Community Transport Ltd

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

#### *Recognition and measurement*

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

#### **3 Income from donations and legacies**

	<b>Unrestricted funds General £</b>	<b>Total 2025 £</b>
Donations and sponsors		
Donations from individuals	996	996
Grants, including capital grants;		
Government grants	84,746	84,746
	<u>85,742</u>	<u>85,742</u>
	<b>Unrestricted funds General £</b>	<b>Total 2024 £</b>
Donations and legacies;		
Donations from individuals	8,612	8,612
Grants, including capital grants;		
Government grants	81,805	81,805
	<u>90,417</u>	<u>90,417</u>

## Weston & District Community Transport Ltd

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

#### 4 Income from charitable activities

	Unrestricted funds General £	Total 2025 £
Income from charitable activities		
Bus income including contracts	1,128,197	1,128,197
Memberships, Donations & Sponsors	4,492	4,492
Midas training	675	675
	<u>1,133,364</u>	<u>1,133,364</u>
	Unrestricted funds General £	Total 2024 £
Bus income including contracts	829,693	829,693
Midas training	1,457	1,457
Sales of purchased goods	26,517	26,517
	<u>857,667</u>	<u>857,667</u>

#### 5 Investment income

	Unrestricted funds General £	Total 2025 £
Interest receivable and similar income;		
Interest receivable on bank deposits	2,438	2,438
	<u>2,438</u>	<u>2,438</u>
	Unrestricted funds General £	Total 2024 £
Interest receivable and similar income;		
Interest receivable on bank deposits	1,986	1,986
	<u>1,986</u>	<u>1,986</u>

## Weston & District Community Transport Ltd

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

#### 6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2025 £	Total 2024 £
Fuel		78,728	78,728	78,773
Motor repairs		121,112	121,112	100,625
Motor insurance and tax		59,368	59,368	47,082
Wages and salaries		699,799	699,799	604,606
Staff NIC (Employers)		37,883	37,883	-
Staff pensions (Defined contribution)		7,702	7,702	-
Cleaning		585	585	-
Travel and subsistence		131	131	-
Advertising		453	453	1,060
(Profit)/loss on sale of tangible fixed assets held for charity's own use		(5,791)	(5,791)	-
Staff training		-	-	1,073
Uniforms		2,124	2,124	-
Volunteer expenses		1,867	1,867	1,633
Rent and service charges		12,855	12,855	5,782
Rates		599	599	-
Water rates		872	872	-
Light, heat and power		733	733	-
Repairs and maintenance		2,404	2,404	1,517
Telephone and fax		4,895	4,895	4,679
Office expenses		6,795	6,795	2,370
Computer software and maintenance costs		4,767	4,767	-
Printing, postage and stationery		3,970	3,970	8,480
Trade subscriptions		2,149	2,149	-
Depreciation of other tangible		78,909	78,909	60,901
Allocated support costs	7	22,046	22,046	16,752
		<u>1,144,955</u>	<u>1,144,955</u>	<u>935,333</u>

## Weston & District Community Transport Ltd

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

#### 7 Analysis of support costs

##### Support costs allocated to charitable activities

	Other support costs £	Total 2025 £	Total 2024 £
Sundry expenses	5,549	5,549	6,790
Accountancy fees	2,005	2,005	1,250
Legal and professional fees	2,287	2,287	7,876
Bank charges	872	872	836
Other interest payable	1,569	1,569	-
Insurance	1,264	1,264	-
The audit of the charity's annual accounts	8,500	8,500	-
	<u>22,048</u>	<u>22,048</u>	<u>18,752</u>

#### 8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025 £	2024 £
Depreciation of fixed assets	<u>78,909</u>	<u>60,901</u>

#### 9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 10 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Wages and Salaries	699,093	568,644
Employer National Insurance	37,883	30,685
Employers Pension Costs	<u>7,701</u>	<u>5,277</u>
	<u>744,677</u>	<u>604,606</u>

## Weston & District Community Transport Ltd

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

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year was as follows:

	2025 No	2024 No
Board of Trustees	6	6
Management	1	1
Office administrators	5	4
Drivers and fleet maintenance	45	26
	<u>57</u>	<u>37</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £Nil (2024 - £Nil).

During the year the charity made the following transactions with key management personnel:

#### **General manager**

The General manager received remuneration of £32,220

#### **Finance administrator**

The Finance administrator received remuneration of £28,174

#### **Fleet co-ordinator**

The Fleet co-ordinator received remuneration of £30,160

#### **Operations administrator**

The Operations administrator received remuneration of £21,632

#### **Bookings administrator**

The Bookings administrator received remuneration of £26,645

### **11 Taxation**

The charity is a registered charity and is therefore exempt from taxation.

## Weston & District Community Transport Ltd

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

#### 12 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Total £
<b>Cost</b>			
At 1 April 2024	13,552	380,160	393,712
Additions	-	76,800	76,800
Disposals	-	(12,139)	(12,139)
At 31 March 2025	13,552	444,821	458,373
<b>Depreciation</b>			
At 1 April 2024	12,239	253,015	265,254
Charge for the year	1,050	77,859	78,909
Eliminated on disposals	-	(12,139)	(12,139)
At 31 March 2025	13,289	318,735	332,024
<b>Net book value</b>			
At 31 March 2025	263	126,086	126,349
At 31 March 2024	1,313	127,145	128,458

#### 13 Debtors

	2025 £	2024 £
Trade debtors	137,919	90,642
Prepayments	55,459	2,050
Accrued income	12,764	-
VAT recoverable	15,883	9,579
Other debtors	983	-
	223,008	102,271

#### 14 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	382	-
Cash at bank	285,672	243,118
	286,054	243,118

## Weston & District Community Transport Ltd

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

#### 15 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	83,919	9,252
Other taxation and social security	10,095	8,787
Other creditors	5,682	5,306
Accruals	10,820	2,195
	<u>110,516</u>	<u>25,540</u>

#### 16 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

	2025 £	2024 £
Within one year	(12,000)	(12,000)
In two to five years	(12,000)	(24,000)
	<u>(24,000)</u>	<u>(36,000)</u>

The lease commitment relates to the lease agreement on their premises at Unit 3A Westland Distribution Park which will end 31 March 2027.

#### 17 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
<b>Unrestricted funds</b>				
<b>General</b>				
General Fund J - Brought forward	<u>448,306</u>	<u>1,221,544</u>	<u>(1,144,955)</u>	<u>524,895</u>

## Weston & District Community Transport Ltd

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

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
<b>Unrestricted funds</b>				
<b>General</b>				
General Fund J - Brought forward	433,570	950,070	(935,333)	448,307

#### 18 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 March 2025 £
Tangible fixed assets	126,349	126,349
Current assets	509,062	509,062
Current liabilities	(110,516)	(110,516)
Total net assets	524,895	524,895
	Unrestricted funds General £	Total funds at 31 March 2024 £
Tangible fixed assets	128,458	128,458
Current assets	345,389	345,389
Current liabilities	(25,540)	(25,540)
Total net assets	448,307	448,307

#### 19 Related party transactions

There were no related party transactions in the year.