

Company No. 07024763

Charity No. 1135063

Brentwood Community Transport
For the Year Ended 31 March 2022

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Trustees' Annual Report

The Trustees present their report and accounts for the financial year ended 31 March 2022. The report complies with the Charities Act 2011 and the Companies Act 2006, the Memorandum and Articles of Association, the Accounting and Reporting by Charities Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS 102 published in October 2019. The report and accounts also comply with and prepared to meet the requirements of a directors' report and accounts for Companies Act purposes.

Brief History

Brentwood Community Transport (BCT) was officially formed in May 2001 and operated under the umbrella of Essex County Council. In 2009, the organisation became independent and a charity. The new organisation was first registered at Companies House in September 2009, and a charity in March 2010. It began trading at the beginning of March 2010 when all employees transferred from Essex County Council to the new organisation.

Objectives and Activities

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. All income received by the charity has been applied to the provision of the charity's aims.

The BCT's principal objectives can be summarised as follows:

To uphold the principles of the Charity. Namely:

- To provide transport options for anyone who, for whatever reason, is unable to use mainstream public transport. These reasons include but are not limited to age, illness or geographical isolation.
- To assist the charitable work of organisations engaged in promoting social benefits for such persons through the provision of appropriate transport solutions.
- To help minimise social exclusion, by providing affordable mobility accessible transport solutions to needy individuals, and also provide sustainable transport solutions to community statutory and non-statutory organisations.

The main activities comprise the following:

- Accessible Vehicle Service – designed for the residents of Brentwood who are unable to access a standard vehicle due to disability.
- Minibus Brokerage – consists of a pool of vehicles, providing groups with an option of using a vehicle when required without the expense of owning and running a vehicle themselves.

- Social Car Scheme – a service providing local journeys for residents who can access a standard vehicle but are unable to use public transport.
- 808 Shuttle Bus – A local registered Section 22 bus route providing transport for members of the public giving access to Brentwood Community Hospital and local shopping services in Brentwood.
- MIDAS (Minibus Driver Awareness Scheme) training.
- St Helens working in partnership with the parents from St Helens school. Providing school transport for rurally isolated children attending St Helens School and unable to access public transport.

Achievements and Performance

The Charity's achievements and performance have been materially impacted by the continuing COVID-19 pandemic. Further, it is the opinion of the Trustees that the pandemic will continue to impact on the operation, activities, and performance of the Charity for many years to come.

In the twelve months ending on 31 March 2022, we achieved the following results (2021 figures are shown in brackets). Confidence is slowly returning to our users following Covid-19. There was a national fuel shortage in Sept 21 which caused disruption to services.

- 150 (210) individual members
- 20 (28) group members, giving other charitable organisations access to transportation for their events.
- 7,840 (5,878) passenger journeys for the residents of Brentwood.
- St Helens School Service – For the children of St Helens School who are rurally isolated and unable to access public transport. This service was set up in partnership with the parents of the children travelling on the service. Sept 21 an extra bus was added to this service due to the demand.
- 20,462 passenger journeys undertaken on the 808 Brentwood Community Hospital Shuttle Bus Service
- Essex Community Foundation – Malcolm & Beryl Crook fund provided funding to help support the 808 Brentwood Community Hospital Shuttle Bus Service.
- Essex County Council funding maintained for a further year at the same level as previous year.
- Brentwood Borough Council funding maintained for a further year at the same level as previous year. They relocated us to a new office Baytree Centre Brentwood.
- The agreement with Basildon Community Transport Services to provide temporary cover for the role of Chief Executive Officer at Basildon was renewed. The Trustees believe that the contract with Basildon CT provides a cost-effective approach and both organisations benefit from resulting synergies. However, it is

anticipated that Basildon CT will recruit additional staff members and this arrangement may be terminated.

Business Operating Assumptions and Risk Statement

Preface

Whilst the COVID-19 pandemic has had a materially lower impact on the operation of the Charity in this financial year high fuel prices, and the cost-of-living crisis has been significant.

Operating Environment

In the current financial year (1st April 2021 to 31st March 2022) the Government's job retention scheme ('Furlough') was withdrawn.

Recent Developments

We are pleased that all our services have now returned, our passengers are showing confidence in our transport services post COVID-19 Lockdown. Whilst some of our existing volunteers have returned, a few of our trusted volunteers have now decided to hang up their keys. We are always very grateful for their services, and they will be greatly missed, many who have volunteered for us for several years helping us to support the community. In early November 2021 we relocated our new office 11A The Baytree Centre Brentwood under the guidance of Brentwood Borough Council, this is a smaller office which does incur extra costs, unfortunately this was out of our control, our previous building was to be developed. Office staff now work from the office and home, the office is open 5 morning a week for enquiries. Our social car and day trip services are now back running, our group hire services are taking longer, during the pandemic period many other voluntary groups stopped their services and are taking longer to return which has reduced the demand on our service. The demand on our 808 Brentwood Community Hospital Shuttle Bus has seen a significant increase in passenger numbers, they are not back to pre- pandemic numbers, they are showing a positive increase. In November 2021 we increased out services for the parents of the children of St Helens school and added another vehicle to provide safe accessible transport to school.

Immediate Challenges

The Trustees of Brentwood Community Transport believes that the Charity provides an essential service to the local community and will continue to do over many years to come.

The Future

The current financial year is likely to remain extremely unpredictable with high fuel prices and the cost-of-living crisis will be immensely challenging on the day-to-day operations of the Charity.

The Trustees have a policy of replacing vehicles once they approach the end of their serviceable life, particularly when the costs of maintaining the vehicles becomes

significantly more expensive. The Trustees' 'vehicle replacement policy' reflects not only the twin realities of cost and delivery but, additionally, the ban on the sale of petrol and diesel cars and vans from 2030 and hybrid-vehicles with significant (as yet undefined) zero emission capability from 2035. From 2035 only new pure electric or hydrogen vehicles can be sold. Decarbonisation for the community transport sector is complex and challenging given the lack of suitable zero emission vehicles on the market which meets the needs of the service users and the cost of replacing traditional internal-combustion engine vehicles with zero emission vehicles. We are working together with the Community Transport Association on the Department for Transport Consultation regarding the ending of sales of non-zero emission minibuses.

A deposit has now been paid for a new vehicle to replace our current vehicle on our 808 service. Due to the economic climate issues delivery for this vehicle is expected December 2022.

Key operating Assumptions

The following key assumptions have been discussed and agreed by the BCT Trustees as those most relevant and pertinent to the Charity's business and the economic and social environment within which it operates. These assumptions are fundamental to the future outlook and underpin the Charity's future business strategy.

1. Brentwood Community Transport provides an essential public service to the residents of the Borough for whom the Charity provides a unique lifeline.
2. Brentwood Community Transport is funded, in part, by grants from Essex County Council and Brentwood Borough Council. This financial support is expected to continue.
3. The services provided by the Charity continue be restored towards pre-COVID-19 levels and we expect passenger demand to continue to increase. However, it must be noted that potentially a 'generation' of passengers have been permanently 'lost' and, so, full restoration to pre-pandemic levels is unlikely, in the foreseeable future.
4. Whilst high fuel prices have had a limited impact on expenses in this financial year, the impact in subsequent years will have material impact on the Charity's expenses. In addition, inflation and the cost-of-living crisis will reduce household budgets and therefore passenger numbers may remain low.
6. Employer pension contributions and National Insurance contributions continue to form a major expense to the Charity.

Key Operating Risks

The Trustees have a duty to identify and review all risks to which the Charity is exposed (positive and negative) and carry out this duty and ensure appropriate controls are in place and any necessary action is taken to mitigate such negative risks. These

include strong governance, together with clear operating procedures, and, where necessary, focussed training.

There are any number of risks to the operating assumptions listed above. These include but are not limited to the following.

1. Our assumptions on ongoing funding from Essex and Brentwood Councils are wrong
2. Trustees believe that the reserves, as set out in this report, will be sufficient to maintain the existing services. Unexpectedly higher expenditures would mean that our reserves would fall at a faster rate than anticipated.
3. Financial markets fall significantly, and the Essex Pension fund suffers large falls in asset values that results in an above expected increase in Employer contributions.

2021/22 - Financial Review (figures for 2020/21 are shown in brackets.)

This financial year produced a deficit of £2,906 compared to a surplus of £51,450 in the prior year.

Total income was £252,713 (£226,374). Total expenditure was £255,619 (£174,924).

The total funds decreased to £267,593 (£270,498) and comprises General Funds of £261,467 (£254,071) and Designated Fixed Assets (representing the value of motor vehicles after depreciation) of £6,126 (£16,427).

During the 2021/22 financial year, the Charity participated in the Government's Job Retention scheme until this support was withdrawn. The value of payments received in this financial year was £6,660 compared to £49,862 in the prior year.

Reserves Policy

Our current policy is, in normal circumstances, to aim to maintain our reserves to provide six months of cover. In this financial year the level of General Funds of £261,467 expressed in relation to expenditure of £248,959 equates to 11.4 months (last year 8.3 months).

Trustees believe that the reserves, as set out in this report, will provide sufficient resources to provide sufficient working capital for our needs.

Plans for the Future

We continue to look for opportunities to increase and improve the services we provided to residents.

Structure, Governance and Management

The company is governed by its Memorandum and Articles of Association incorporated on 21st September 2009 and subsequently amended by resolution at an Annual General Meeting, held on 16th July 2012.

The Directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. The Management Committee, together with the Chief Executive Officer, meet at least four times a year. The Management Committee is responsible for the strategic direction and policy of the charity.

New Trustees are sought either through advertisements in the local press or introduced via networking and all applicants are interviewed. Skills matching forms an important part of the selection process.

The Chief Executive Officer is responsible for the day-to-day operational management of the Charity. At the start of the financial year, the Company employed two full time staff: one Chief Executive Officer and an Assistant Co-ordinator. Seven Minibus Drivers together with one Administrator were employed on a part time basis. In addition to their strategic and governance roles, the Trustees support the operations and the Chief Executive Officer through supervision and application of their expertise in business. At the end of the financial year, the Company employed two full time staff (Chief Executive Officer and Assistant Co-ordinator) and nine part time staff (two Administrators and six Minibus Drivers).

Statement of Trustees' Responsibilities

The Trustees are required 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 the incoming resources and application of resources, including the net income or expenditure, for the year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going-concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which 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 taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reference and Administrative Details

Trustees

David Minns, Chairman
Steven Nicholls, Treasurer
John Lutchmiah, Secretary
Phil Mynott,
Keith Parker resigned 26.07.2021
Steven Richardson

Employees

Tina Tickner, CEO
Denise Terry-Roberts, Assistant Co-ordinator
Megha Gupta Administrator
Kelly Reilly, Administrator resigned 31.08.2020
Tom Ellingford, Paid Driver
Jean Elliott, Paid Driver
Barrie Hindley, Paid Driver
Stephen King, Paid Driver
Mike Torrington, Paid Driver
Bryan Weal, Paid Driver
Trevor York Paid Driver Resigned 30.09.2020
Ninette Sacco returned to work as a casual part time administrator 14.09.2020

Trustees who left or joined the board during this financial year:

Keith Parker

Charity Number: 1135063
Company Number: 07024763

Registered

& Principal Office: Unit 11a
The Baytree Centre
Brentwood.
CM14 4BX

Primary Bankers

CAF Bank Limited
25 Kings Hill Avenue,
Kings Hill,
West Malling,
Kent.
ME19 4JQ

Independent Examiner

John Eke F.C.I.E.
4 Stable Court
Malborough
Devon TQ7 3FB

Acknowledgements and thanks

Many of our valued volunteers were stood down during the Covid-19 pandemic when our services were suspended and reduced. The following volunteers have since returned during this period; in the future we are expecting more to return as demand on services increases.

We are very grateful for all their help and support

Volunteer Social Car Drivers:

Sheena Beadle	George Civil	Peter Gredley
Sue Mc Clure	Roy Mason	Jack Young

Volunteer Minibus Drivers (volunteers):

Cliff Poppy
Alan Lewis


Volunteer Office staff:

Iain Robertson

In normal circumstance, driver volunteers mean we can provide many more journeys than would be possible with just paid drivers. Social car drivers use their own vehicles to provide local journeys and assistance for residents who can access a standard vehicle but are unable to use public transport; whereas Minibus drivers use our vehicles for the same purposes, except cannot access a standard vehicle, but are also able to cover absences of paid drivers.

Similarly, office volunteers provide invaluable support in the areas of finance and statistics.

Signed by order of the Trustees


David Minns - Chairman

Independent Examiner's Report to the Trustees of Brentwood Community Transport.

I report to the Charity Trustees on my examination of the accounts of the company for the year ended 31 March 2022, and which are set out on the subsequent pages.

Responsibilities and basis of report

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

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

Independent Examiner's Statement

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a member and Fellow of the Association of Charity Independent Examiners which is one of the listed bodies.

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

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

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

John Eke 

Fellow of the Association of Charity Independent Examiners. 4 Stable Court, Malborough,
Devon TQ7 3FB. Date: 28th September 2022

Statement of Financial Activities for the Year Ended 31 March 2022

		Unrestricted Funds		Restricted Funds		Total Funds	
		2022 £	2021* £	2022 £	2021 £	2022 £	2021* £
Income and endowments from:							
Income from Investments		1,671	2,401	-	-	1,671	2,401
Donations and legacies		3,755	1,846	-	-	3,755	1,846
Coronavirus JRS grants		6,660	49,862	-	-	6,660	49,862
Charitable Activities	Note 2	<u>240,627</u>	<u>222,127</u>	-	-	<u>240,627</u>	<u>222,127</u>
Total		252,713	276,236	-	-	252,713	276,236
Expenditure on:							
Charitable activities	Note 3	255,619	224,786	-	-	255,619	224,786
Total		255,619	224,786	-	-	255,619	224,786
Net Income (Expenditure)		(2,906)	51,450	-	-	(2,906)	51,450
Net Movement in Funds		(2,906)	51,450	-	-	(2,906)	51,450
Reconciliation of Funds:							
Balances b/f		270,498	219,048	-	-	270,498	219,048
Balances c/f		267,592	270,498	-	-	267,592	270,498

This SOFA incorporates an Income and Expenditure account as required under the Companies Act 2006.

*As restated (see note 3.1)

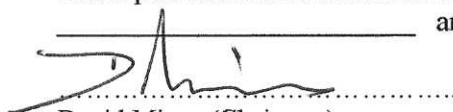
Statement of Financial Position as at 31 March 2022

	Further Details	2022 £	2021 £
Fixed Assets			
Tangible assets	4	6,126	16,427
Current Assets			
Debtors	5	19,041	15,010
Cash at bank		283,600	274,539
VAT recoverable		-	-
Total Current Assets		<u>302,641</u>	<u>289,549</u>
Creditors	6	(36,519)	(30,642)
Amounts falling due within one year			
VAT Liability		<u>(4,655)</u>	<u>(4,836)</u>
Total Current Liabilities		<u>(41,174)</u>	<u>(35,478)</u>
Net Current Assets		<u>261,467</u>	<u>254,071</u>
Total Assets less Current Liabilities		<u>267,593</u>	<u>270,498</u>
Represented by Funds and Reserves:			
Restricted Funds	7	-	-
Unrestricted Funds:			
Designated Fixed Assets Fund	7	6,126	16,427
General Funds		261,467	254,071
Rounding			
Total Charity Funds		<u>£267,593</u>	<u>£270,498</u>

For the year ending 31/03/2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with Financial Reporting Standard FRS 102.

This report and financial statements were approved by the members of the committee on _____ and are signed on their behalf by:



David Minns (Chairman)

Company Registration Number: 07024763. Charity Number: 1135063

Notes to the Financial Statements Year Ended 31 March 2022

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, and 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 FRS 102 published in October, 2019 and comply with the Memorandum and Articles of Association of the Company and the Companies Act 2006.

Income and endowments

Income from donations and grants, including capital grants, is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably, except as follows:

- a) when donors specify that donations and grants given to the charity has a time related condition and must be used in future accounting periods, the income is deferred until those periods.
- b) when donors impose pre-conditions, which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

When donors specify that donations and grants, including capital grants, are for particular specific purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources as restricted funds when receivable.

Expenditure

All expenditure is accounted for on an accruals basis. VAT is generally not included in expenditure as VAT is recoverable on the basis that passenger transport is zero-rated. Some expenditure, however, is outside the scope of VAT and as this VAT is not recoverable it is included in expenditure.

Governance

These costs relate to compliance with statutory requirements.

Depreciation

Major expenditure on tangible fixed assets costing over £500 will be capitalised. The cost of other items is written off as incurred.

Depreciation is calculated so as to write off the cost of the asset, less its estimated residual value, over the useful economic life of that asset on a straight-line basis as follows:

	Annual Rate
Office equipment	33.33 / 50%
Furniture & fittings	20%
Motor vehicles	20%

Taxation

The company is a charity within the meaning of section 505 of the Income and Corporation Taxes Act 1988. Accordingly, the company can claim relief from taxation in respect of income or capital gains received, to the extent that such income or gains are applied to exclusively charitable purposes.

The majority of our transportation income is zero rated with regard to VAT. This is in line with VAT Notice 744A March 2002 which allows zero rating when the vehicles used are designed or adapted to carry not less than ten passengers.

2. Income and Endowments from Charitable Activities

	Unrestricted	Restricted	Total	Total
			2022	2021
	£	£	£	£
Grants	92,723	-	92,723	100,325
Fares and Contracts	105,619	-	105,619	90,555
Membership (Minibus & Social Car)	998	-	998	980
Other Incoming Resources	<u>41,287</u>	-	<u>41,287</u>	<u>30,267</u>
Total	<u>240,627</u>	-	<u>240,627</u>	<u>222,127</u>

2.1. Grants

	Unrestricted	Restricted	Total	Total
	2022	2022	2022	2021
	£	£	£	£
General (Essex County Council)	59,853	-	59,853	59,853
General (Brentwood B. Council)	26,536	-	26,536	26,536
Essex Community Foundation	2,500	-	2,500	7,333
Rotary Club: COVID Relief	-	-	-	2,000
BSOG	<u>3,834</u>	<u>-</u>	<u>3,834</u>	<u>4,603</u>
Total	<u>92,723</u>	<u>-</u>	<u>92,723</u>	<u>100,325</u>

2.2. Fares and Contracts

	2022	2021
	£	£
808 Route	1,905	237
St Helen's School	22,981	3,909
Fare Income & Concessionary	<u>80,733</u>	<u>84,409</u>
Total	<u>105,619</u>	<u>90,555</u>

2.3. Membership

	2022	2021
	£	£
Social car	798	960
Minibus	<u>200</u>	<u>20</u>
Total	<u>998</u>	<u>980</u>

2.4. Other Incoming Resources

	2022	2021
	£	£
Driver Assessments	1,750	-
Contract with Basildon CT	39,537	29,903
Miscellaneous Income	<u>-</u>	<u>364</u>
Total	<u>41,287</u>	<u>30,267</u>

3. Expenditure on Charitable Activities

	2022	As restated 2021
	£	£
Staff Costs	170,780	164,514
Premises – rent	2,990	2,760
Vehicle running costs:		
Licences, hire, insurance, b/down cover	514	678
Maintenance & Insurance	39,460	21,765
Fuel	12,351	3,025
Other	1,059	1,190
Legal & professional	3,974	4,017
Office:		
Stationery, printing, & Telephone	1,843	654
Computer costs	11,421	8,464
COVID 19 PPE & enhanced cleaning	-	5,235
Other miscellaneous payments	925	1,475
Depreciation	<u>10,302</u>	<u>11,009</u>
Total	<u>255,619</u>	<u>224,786</u>

3.1. Staff Costs:

	2022	As restated (See note below) 2021
	£	£
Gross salaries	136,253	131,917
Employer NI	5,415	4,737
Employer Pension	28,263	27,474
NEST Pension	213	385
Clothing	319	-
Training	<u>317</u>	
Total	<u>170,780</u>	<u>164,514</u>

Gross salaries include £39,537 (2020/21- £29,903) charged to Basildon Community Transport for shared CEO Services. Total Staff Costs relating specifically to BCT are £131,243 (2020/21 £134,611).

Coronavirus Job Retention Scheme furlough payments were received in the year totalling £6,660 (2020/21 £49,862).

The accounts for 2020/21 have been re-stated to show these grants as income and not netted off against salary costs in line with SORP recommendations

3.2. Staff Nos:		2022		2021	
		FTE		FTE	
Full time	5	5	6	6	
Part time	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	
Total	6	6	7	7	

4. Tangible Assets

The Charity was formed in 2010 when Tangible Assets were transferred by Essex County Council and Brentwood Borough Council valued at zero for the purposes of the accounts either by way of gift or were at an age that they had been fully depreciated. Subsequently tangible assets acquired by the Charity (since 2010) were introduced into the accounts at their actual cost and then depreciated or written off on disposal (sold or scrapped).

	Computer Equipment		Motor Vehicles		Combined Totals	
	2022	2021	2022	2021	2022	2021
	£	£	£	£	£	£
Costs as at start of year	3,770	3,770	188,742	188,742	192,512	192,512
Additions	-	-	-	-	-	-
Costs as at end of year	<u>3,770</u>	<u>3,770</u>	<u>188,742</u>	<u>188,742</u>	<u>192,512</u>	<u>192,512</u>
Depreciation as at start of year	3,770	3,770	172,314	161,305	176,084	165,075
Charge in year	-	-	10,302	11,009	10,302	11,009
Depreciation as at end of year	<u>3,770</u>	<u>3,770</u>	<u>182,616</u>	<u>172,314</u>	<u>186,386</u>	<u>176,084</u>
Carrying Value	0	0	6,126	16,428	6,126	16,428

5. Debtors

	2022	2021
	£	£
Trade Debtors	6,164	2,710
Other debtors	12,877	9,715
Prepayments	-	<u>2,585</u>
Total	<u>£19,041</u>	<u>15,010</u>

6. Creditors: Amounts falling due within one year

	2022 £	2021 £
Other creditors	14,818	15,359
Deferred income	<u>21,701</u>	<u>15,283</u>
Total	<u>36,519</u>	<u>30,642</u>

7. Movement of Funds

	<u>Unrestricted Funds</u>		Restricted Funds	Total Funds
	General Funds	Designated Fixed Assets Fund		
	£	£	£	£
Brought forward 01 April 2021	254,071	16,428	-	270,499
Incoming Resources	252,713	-	-	246,053
Expenditure	(255,619)	-	-	(248,959)
Transfers	-	-	-	-
Transfer of depreciation	10,302	(10,302)	-	-
Carried forward	<u>261,467</u>	<u>6,126</u>	-	<u>267,593</u>

The Designated Fixed Assets Fund represents the cost of fixed assets less depreciation. Movements (depreciation and transfers) for the prior year are applied at the start of each new financial year.

Any impairment losses are assessed and recognised as expenditure in the SOFA

8. Capital Commitments

The Trustees of Brentwood Community Transport took the decision to purchase a new minibus to continue the program of upgrading the fleet. At this time the final cost is not certain but is likely to be approximately £97,308. A (first) deposit of £6,142.00 has been paid in this financial year.

9. Contingent Liabilities

None.