

Registered number: 07150185  
Charity number: 1136169

**RISBOROUGH AREA COMMUNITY BUS**  
(A company limited by guarantee)

**UNAUDITED**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 5 APRIL 2021**

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**RISBOROUGH AREA COMMUNITY BUS**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 5 APRIL 2021**

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<b>Trustees</b>	Mr M Thomas Mr J G Hughes Mr J M Maultby Mr P G Johnson Mr R Stevenson Mr R Barnard Ms J Carmichael Mr R Page
<b>Company registered number</b>	07150185
<b>Charity registered number</b>	1136169
<b>Registered office</b>	c/o Hypnos Limited Longwick Road Princes Risborough Buckinghamshire HP27 9RT
<b>Management Committee</b>	Mr P G Johnson, Chairman Mr D Hodgkinson, Deputy Chairman Mrs J Carmichael, Treasurer Mrs D Goodchild, Coordinator Mrs G Seels Mrs B Willett Mr J Hughes Mr M Thomas Mr R Stevenson Mr R Barnard Mr J Stevens Mr C Boyce Mr I Firth
<b>Accountants</b>	MHA MacIntyre Hudson Chartered Accountants Abbey Place 24-28 Easton Street High Wycombe Buckinghamshire HP11 1NT
<b>Bankers</b>	TSB Ltd Market Square Princes Risborough Buckinghamshire HP27 0AS

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 5 APRIL 2021**

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**Achievements and performance**

**a. Review of activities**

This year has been unique in the annals of Risborough Area Community Bus. Reaction to the developing crisis over the Covid-19 pandemic led to us closing our services on 22 March 2020. During the closed down period we kept the bus busy, partly to help in distributing goods to people unable to leave their homes during lockdown and partly to keep the bus roadworthy.

In early April, Princes Risborough Town Council in concert with Retail Revival Ltd, developed a scheme called "Risborough Basket" designed to both serve the community and help preserve town businesses. Initially, the scheme served just the town itself but Risborough Town Council were approached to seek extension of the delivery service to outlying villages and, on 14 April, our drivers began delivering supplies to Longwick, Bledlow and Speen. However, at that stage the bus was unsuitable for deliveries and our drivers used their own cars.

In mid-May the Risborough Basket scheme was extended to more of the outlying villages and, by using a system of hubs for local distribution, it became practicable and preferable to make use of our bus. During May, June and July, using the bus we made 521 deliveries of goods, mainly fruit and vegetables, covering 535 miles. The service was a lifeline for many folk in the villages unable to get into town for essential supplies. The scheme ended in early September; after then we kept the bus roadworthy by regular runs, regular maintenance and 10 weekly safety checks.

Notwithstanding the lack of passengers, thankfully both the Government and Buckinghamshire Council continued with their rebate schemes, Bus Service Operators Grant and Concessionary Fares rebate respectively, at historical levels. This meant that although we received no income from donations for passengers on the bus, our finances remained secure, particularly as we used much less fuel than normal.

Our plans for updating the bus were put on hold during the close down period but our attention is now turning to the possibility of changing eventually to a fully electric bus, notwithstanding the attendant infrastructure costs.

19 July was the 10th Anniversary of our very first service and we celebrated by delivering nearly 100 "Afternoon Tea" tins, provided by Crumbs Too in Princes Risborough, to our loyal passengers. The gesture was very much appreciated by all.

Throughout the year our Management Committee together with Trustees met regularly to review the situation, develop plans for the eventual restarting of our services and, very importantly, keep in touch with both our passengers and drivers with regular updates. As at 1 April 2021 conditions remained unsuitable for us to restart.

**a. Investment policy and performance**

RACB has investments in fixed-rate deposit accounts with The United Trust Bank and with the Cambridge & Counties Bank. As these investments mature, they will be re-invested in further fixed-rate deposit accounts, commensurate with the anticipated programme for replacement bus purchase.



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 5 APRIL 2021**

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**d. Principal risks and uncertainties**

- Reduction in passenger numbers leading to reduction in income from fares and concessionary fares rebate;
- Bus breakdown and/or damage resulting in service failure;
- Failure to recruit sufficient volunteer drivers;
- Inadequate management and/or governance.

Actions taken to reduce these risks include:

- Positive and ongoing marketing activity in order to promote the service to as many people as possible within Princes Risborough and surrounding areas.
- Development of an effective Marketing Strategy and a 5-year Strategic Review
- Development of an efficient and effective bus maintenance team and provision for a replacement bus if and when required.
- Use of current drivers to promote interest amongst friends and family in becoming volunteer drivers coupled with active advertising for volunteers when required.
- Maintenance of a skilled, experienced and dedicated team of people willing to take responsibility.

**Structure, governance and management**

**a. Constitution**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 08 February 2010, as amended on 23 May 2016.

The company is constituted under a Memorandum of Association dated 08 February 2010, as amended on 23 May 2016, and is a registered charity number 1136169.

Risborough Area Community Bus is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are its primary governing documents.

The Trustees of Risborough Area Community Bus are also the directors of the charitable company for the purposes of company law. The charitable company is known as Risborough Area Community Bus or RACB for short.

Details of the Trustees who served throughout the year are included in the Reference and Administrative Details on page 1.

**b. Methods of appointment or election of Trustees**

The subscribers to the memorandum are the members of the charity. Membership is open to other individuals or organisations who apply to the charity in the form required by the directors and are approved by the directors. The directors may only refuse an application for membership if, acting reasonably and properly, they consider it to be in the best interests of the charity to refuse the application. The directors must inform the applicant in writing of the reasons for the refusal within twenty one days of the decision. The directors must consider any written representations the applicant may make about the decision. The directors' decision following any written representations must be notified to the applicant in writing but shall be final. Membership is not transferrable. The directors must keep a register of names and addresses of the members..



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 5 APRIL 2021**

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**Structure, governance and management (continued)**

**g. Plans for future periods**

**Future Developments**

Set against its objective, RACB has achieved a satisfactory performance. RACB continues to provide a highly valued service to the local community, is financially sound and has built a reserve of funds that will stand it in good stead when the time comes to replace the present bus.

RACB has developed strategies that will help address future developments in demography and housing in and around Princes Risborough and continues to enjoy support from Bucks County Council, local parish councils, local businesses, Community Impact Bucks and, most importantly, our passengers by way of their patronage and donations.

**Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before they ceased to be a member.

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the company 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).

Company law requires the Trustees to prepare financial statements for each financial . 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 company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

**RISBOROUGH AREA COMMUNITY BUS**  
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**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 5 APRIL 2021**

**Independent examiner's report to the Trustees of Risborough Area Community Bus ('the company')**

I report to the charity Trustees on my examination of the accounts of the company for the year ended 5 April 2021.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I have completed my examination. I 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.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed:



Dated: 22/12/2021

Bianca Silva

ACA

MHA MacIntyre Hudson, Abbey Place, 24-26 Easton Street, High Wycombe, HP11 1NT



**RISBOROUGH AREA COMMUNITY BUS**  
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**REGISTERED NUMBER: 07150185**

**BALANCE SHEET**  
**AS AT 5 APRIL 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
		-	-
<b>Current assets</b>			
Debtors	10	970	2,619
Investments	11	70,308	160,387
Cash at bank and in hand		145,419	31,582
		<u>216,697</u>	<u>194,588</u>
Creditors: amounts falling due within one year	12	(2,800)	(2,800)
<b>Net current assets</b>		<u>213,897</u>	<u>191,788</u>
<b>Total assets less current liabilities</b>		<u>213,897</u>	<u>191,788</u>
<b>Net assets excluding pension asset</b>		<u>213,897</u>	<u>191,788</u>
<b>Total net assets</b>		<u><u>213,897</u></u>	<u><u>191,788</u></u>
<b>Charity funds</b>			
Restricted funds	13	-	-
Unrestricted funds	13	213,897	191,788
<b>Total funds</b>		<u><u>213,897</u></u>	<u><u>191,788</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 5 APRIL 2021**

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**1. General information**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. The registered office is c/o Hypnos Limited, Longwick Road, Princes Risborough, Buckinghamshire, HP27 9RT.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Risborough Area Community Bus 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.

**2.2 Going concern**

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the trust to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

**2.3 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 company and which have not been designated for other purposes.

**2.4 Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.



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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 5 APRIL 2021**

**3. Income from donations and legacies**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations and COVID grant	5,042	5,042	3,982

**4. Income from charitable activities**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Concessions	20,756	20,756	20,588
Kimble route/BCC	8,470	8,470	8,700
Fares	68	68	927
Group usage	-	-	2,139
Days out	55	55	1,699
Advertising	-	-	1,075
	29,349	29,349	35,128

**5. Investment income**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Investment interest receivable	2,410	2,410	2,944

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 5 APRIL 2021**

**7. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Activities 2021 £	Total funds 2021 £	Total funds 2020 £
Depreciation	-	-	320
Other support costs	3,803	3,803	1,977
Administration	-	-	5,035
Governance costs	4,313	4,313	6,760
	<u>8,116</u>	<u>8,116</u>	<u>14,092</u>

**8. Independent examiner's remuneration**

	2021 £	2020 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	2,300	2,300
Fees payable to the company's independent examiner in respect of:		
Prior year costs not accrued in 2019	-	2,910
All other services not included above	2,013	1,550
	<u>2,013</u>	<u>1,550</u>

**9. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 5 April 2021, no Trustee expenses have been incurred (2020 - £NIL).

**10. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Other debtors	499	1,040
Prepayments and accrued income	471	1,579
	<u>970</u>	<u>2,619</u>



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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 5 APRIL 2021**

**14. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	216,697	216,697
Creditors due within one year	(2,800)	(2,800)
<b>Total</b>	<u>213,897</u>	<u>213,897</u>

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Current assets	194,588	194,588
Creditors due within one year	(2,800)	(2,800)
<b>Total</b>	<u>191,788</u>	<u>191,788</u>

**15. Related party transactions**

There were no related party transactions during the year (2020: none).