

LITTLE GREEN BUS LTD

England & Wales · Charity number 1140118

Details

Status	Registered
Legal form	Charitable company
Company number	07475336
Registered	2011-01-28
Register	View on the Charity Commission register

Contact

Address	Ribble Valley Community Transport Unit 2/3 Hawthorn Industrial Park Up Brooks Clitheroe BB7 1PL
Phone	01200444484
Email	info@littlegreenbus.org.uk
Website	www.littlegreenbus.org.uk

Activities

Objects: TO PROVIDE COMMUNITY TRANSPORT AND RELATED SERVICES FOR SUCH OF THE INHABITANTS OF RIBBLE VALLEY AND THE SURROUNDING AREAS WHO ARE IN NEED OF SUCH A SERVICE BECAUSE OF AGE, SICKNESS OR DISABILITY (MENTAL OR PHYSICAL), OR POVERTY, OR BECAUSE OF A LACK OF AVAILABILITY OF ADEQUATE AND SAFE PUBLIC PASSENGER SERVICES.

Activities: The charity's main activity is the provision of community transport services in the Ribble Valley and throughout Lancashire.

Classification

- **How:** Provides Services
- **What:** Education/training, Disability
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** RIBBLE VALLEY
- Blackburn With Darwen
- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£143,814	£107,198	-	-
2024-03-31	£154,401	£125,023	-	-
2023-03-31	£167,065	£158,507	-	-
2022-03-31	£168,638	£163,318	-	-
2021-03-31	£168,183	£152,715	-	-

Trustees

Name	Role	Appointed
Margaret Sutcliffe	Chair	2015-03-14
COUNCILLOR MARY ROBINSON		
Gary Scott		2022-12-02
SIMON O'ROURKE		2022-12-02
Steve Reece		2025-08-15

LITTLE GREEN BUS LTD

England & Wales - Charity number 1140118

Accounts

LITTLE GREEN BUS LIMITED

FINANCIAL ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2025

Wyre Accountancy Services
Accountants & Business Advisors
Lancashire

Little Green Bus Limited

Financial Accounts

For The Year Ended 31st March 2025

DIRECTORS & TRUSTEES

M Robinson
M Sutcliffe
S O'Rourke
G Scott
S Reece (Appointed 15 August 2025)

REGISTERED CHARITY NUMBER

1140118

REGISTERED OFFICE

Unit 3 Hawthorn Industrial Estate
Upbrooks
Clitheroe
Lancashire
BB7 1PL

COMPANY NUMBER

7475336

ACCOUNTANTS

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

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Little Green Bus Limited
Trustees Report
For The Year Ended 31st March 2025

1. Little Green Bus Ltd - Report of the trustees for the year ending 31 March 2025

The trustees are pleased to present their annual directors' report together with the consolidated accounts for the year ended 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

2. Chair's report

This year has been a successful one, with the services of Little Green Bus proving ever popular and essential to a great number of our members, who without our services, would be prisoners in their own home. Our work with the Lancashire Community Transport Consortium is positive and with our four consortium partners, we have managed to achieve the many targets set by Lancashire County Council.

We believe that the breadth and accessibility of our services will demonstrate without any doubt the public benefit that our work brings to the community. At a time when much focus continues to be placed upon reducing loneliness and isolation by providing access to services, Little Green Bus is at the forefront of developments within the Borough and Lancashire as a whole to ensure that as many people as possible benefit from Community Transport Services.

We are particularly appreciative of our increased financial standard achieved as a direct result of our Chief Executive, Adrian Clarke not only putting Little Green Bus at the Head of the Consortium but also by him looking for new opportunities to grow Little Green Bus and also reducing expenditures. The work funded by The Big Lottery Reaching Communities, to set up group transport and a volunteer car scheme in one of our surrounding Boroughs, Hyndburn as well as enabling continuous growth of existing services in the Ribble Valley is going very well. The buses have enabled us to provide enhanced levels of comfort to our mainly elderly passengers as well as improving our professional image.

In closing, I would like to thank our finance and admin officer Fiona Byrne, without whom it would not have been possible for our CEO to put us in the position that we have achieved by enabling him to spend copious amounts of time managing the consortium contract, bidding for grants and putting community transport firmly on the map locally and regionally, whilst they ensured that the services were maintained to the highest possible standards. I should also like to thank my fellow Trustees for their time, support and dedication to ensuring that Little Green Bus Limited (Little Green Bus) is managed with the utmost due diligence and commitment to making a real difference to the lives of our passengers.

M Sutcliffe
Chair



3. Our purposes and activities

Mission Statement

To promote social inclusion and wellbeing by providing a safe, accessible, demand responsive and door to door network of transport services to residents of the Ribble Valley and surrounding areas.

Values

To be *inclusive*, recognising the needs of individuals and particularly ensuring that we reach and respect the needs of disadvantaged and under-represented groups.

To reduce social exclusion and promote general wellbeing by enabling passengers to gain access to vital services and social opportunities

To be *innovative*, continually improving the way we work and provide services by incorporating new ideas, information and methods.

To work in *partnership*, adding value to what we do by working with others to build trust, develop mutual understanding and through reciprocal actions to develop social capital.

To strive for *quality*, committing the organisation to improvement and high standards in all aspects of its activities and working environment.

To demonstrate a commitment to *environmental sustainability* by ensuring that as many people as possible use the transport services thus reducing the numbers of cars on the roads.

To be economically aware and committed by ensuring that all resources are used effectively and efficiently.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2025

Objectives

To provide a range of quality, client sensitive, transport services for passengers in and around the Ribble Valley.

by:

- 1 Raising the awareness of services available to all eligible individuals and groups
- 2 Developing and providing accessible services for individuals and groups of passengers

To demonstrate an active commitment towards continuous improvement.

by:

1. Ensuring that all members of staff and volunteers are actively engaged in planning, decision making and implementation of future plans
2. By ensuring that all key stakeholders are aware of our commitment and are given the opportunity to contribute towards plans and decisions

To increase the areas covered by current services.

by:

1. analysing current provision
2. implementing a more effective service that reaches areas of the Ribble Valley and surrounding areas not currently covered by the service
3. Investigating potential additional funding streams to support the commitment to maximising the social inclusion and general wellbeing that passengers experience as a result of the transport services provided

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Little Green Bus relies on grants and the income from fares and charges to cover its operating costs.

Affordability and access to our services is important to us and is reflected in our pricing policy.

4. The services that we provide

Dial-a-Ride

The dial-a-ride services are currently provided for people who are unable to access public transport due to its non-existence or mobility restrictions. Income is derived through support from LCC and from small fares from passengers. This service has grown in popularity over the last few years due to the high standards of customer service provided, which is evidenced in customer satisfaction surveys.

Group Transport

This service has increased over the last few years, with word of mouth recommendation and repeat business being the main marketing points. Little Green Bus has been developing good working relations with local community groups in providing transport services for a variety of reasons.

Educational services

The opportunity to provide services is available through individual ad hoc agreements with schools for curriculum trips to local businesses, sporting activities and extended school activities, a potential growth area as schools endeavour to meet national policy requirements. MiDAS (Minibus Drivers Awareness Scheme) training continues to be provided for teachers who drive school minibuses. Further marketing is needed to make all local schools aware of the services that Little Green Bus can provide.

Health Services

There has been an increasing demand for transport to and from medical appointments and Little Green Bus is ideally placed to meet this demand with clear benefits to all involved parties. The service is valued by patients and doctors and results in better access to services.

It is widely recognized that the benefits to passengers of being able to continue to live independently and get their weekly shopping even though they are displaying signs of illnesses such as dementia are far reaching. Providing access to key medical services via our volunteer car scheme is also believed to result in a reduction in missed appointments and in the take up of the valuable time of health professionals as patients are delivered safely and efficiently to appointments.

Social Services

Little Green Bus continues to have links with Social Service who refer people to our services and who we contact should concerns about individuals warrant it.

5. Our volunteers

Little Green Bus is very privileged in that it benefits from the support and commitment of over 30 volunteers who assist with driving and supporting our passengers thus enabling us to keep our costs as low as possible. We are much indebted to our volunteers without whom Little Green Bus would simply not survive and best endeavours are always made to ensure that our appreciation is shown to our volunteers as well as ensuring that they receive the training and support that they require to successfully carry out their volunteering with us.

6. Achievements and performance

Maintaining a balance between passengers paying fares, accessibility for those of modest means, the encouraging of new passengers and development of new services as well as maintaining a financial balance is an ongoing challenge. Our key financial aim remains a financially sustainable service and we remain very grateful to our funders for their support.

7. Our pricing policy

Our pricing policy reflects our strategy of enabling all within our community, whatever their means, to access our services if they need them and are eligible for them.

Dial-a-Ride is charged at £5, trips further afield are charged at £12. Annual membership fees are £20, broken down into twice yearly payments of £10 following passenger feedback. Buses with volunteer drivers are available to local community groups at fair prices and Minibus Driver Awareness Scheme (MiDAS) training is available to individuals and groups at competitive prices.

8. Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the current level of six month's reserves both meets the Charity Commission's S.O.R.P. (Statement of Recommended Practice).

9. Plans for future periods

The strategic plan envisaged a need for continued sustainability which was achieved by 31 March 2017 and continues to be met.

10. Reference and administrative details

Charity number: 1140118
Company number: 7475336
Registered Office: Unit 3 Hawthorn Park,
Upbrooks,
Clitheroe,
Lancs
BB7 1PL

11. Our advisers

Accountant: Wyre Accountancy Services,

12. Directors and Trustees and key personnel

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.
The trustees and officers serving during the year and since the year end were as follows:

Key management personnel Little Green Bus Ltd: Trustees' and Directors

M Robinson
M Sutcliffe
S O'Rourke
G Scott
S Reece (Appointed 15 August 2025)

Key personnel:

Senior manager of Little Green Bus Ltd:

Chief Executive Officer/Manager: A Clarke

Coordination/Administration personnel Little Green Bus Ltd:

Service Coordination and Training: A Clarke
Finance and Service Coordination: F Byrne

13. Structure, Governance and Management

Governing Document

Little Green Bus Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21 December 2010. It is registered as a charity with the Charity Commission.

Trustee induction and training

New trustees undergo induction to the organisation, its services and funders informing them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction session they meet key employees and passengers by undertaking journeys with them to gain first-hand experience and information regarding the services.

Organisation

The board of trustees, which can have up to six members, administers the charity. The board normally meets quarterly and there are separate responsibilities within the Board for overseeing finance and audit and human resources.

A Chief Executive Officer/Manager is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer/Manager has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and the development of new services as well as bids for grants to support existing and new services.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity.

Any connection between a trustee or senior manager of the charity with a competitor or funder must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Risk management

The trustees have a risk management strategy which comprises:

1. an annual and ongoing review of the principal risks and uncertainties that the charity faces;
2. the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
3. the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Attention has also been focussed on non-financial risks arising from health and safety of passengers. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2025

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Little Green Bus for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure and use of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our accountant

In so far as the trustees are aware at the time of approving our trustees' annual report:

1. there is no relevant information, being information needed by the accountant in connection with preparing their report, of which the company's accountant is unaware, and
2. the trustees, having made enquiries of fellow directors and the charity's accountant that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant financial information and to establish that the accountant is aware of that information.

By order of the board of trustees
M Sutcliffe
10 December 2025



Little Green Bus Limited
Independent Examiners Report to the Trustees of
Little Green Bus Limited
For The Year Ended 31st March 2025

I report on the accounts of the company for the year ended 31st March 2025, which are set out on pages 11 to 17.

Respective responsibilities of Trustees and Independent Examiner

The trustees, who are also the company's directors, are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for the year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. The charity's gross income is less than £250,000.

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

- examine the accounts under section 43 of the 1993 Act
- to follow the procedure laid down in the general directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of the independent examiners report

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

Independent Examiners Report

In connection with my examination, no matter has come to my attention:
1 which gives me reasonable cause to believe that in any material respect, the requirements:

- a. to keep accounting records in accordance with section 396 of the Companies Act 2006; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

10 December 2025

Little Green Bus Limited

Income & Expenditure Account
For The Year Ended 31st March 2025

	Notes	2025 £	2024 £
INCOME	2		
Charitable Activities	4	141,229	154,401
Donations	3	<u>2,585</u>	<u>3,890</u>
Total Incoming Resources		143,814	158,291
EXPENDITURE			
Expenditure on Charitable Operations	5	107,198	125,023
NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR		36,616	33,268
Transfer to Restricted Fund		-	(412)
RECONCILIATION OF FUNDS			
Total Unrestricted Funds Brought Forwards		378,936	346,080
Total Unrestricted Funds Carried Forwards		<u>£415,552</u> =====	<u>£378,936</u> =====

All income and expenditure derives from continuing operations.

Of this income £Nil (2024: £nil) relates to one off Capital Grants.

The statement of financial activities includes all gains and losses recognised in the year

Little Green Bus Limited

Balance Sheet
At 31st March 2025

	Note	2025 £	2024 £
FIXED ASSETS			
Tangible assets	10	59,300	69,526
CURRENT ASSETS			
Debtors	11	260	610
Cash at bank and in hand		453,320	399,148
		453,580	399,758
CREDITORS: Amounts falling due within one year	12	97,328	90,351
NET CURRENT ASSETS		356,252	309,407
NET ASSETS		£415,552	£378,936
FUNDS OF THE CHARITY			
Unrestricted Income Funds	page 11	415,552	378,936
ACCUMULATED FUNDS		£415,552	£378,936

In approving these financial statements as directors of the company we hereby confirm that:

- for the year in question the company was entitled to exemption under section 477(2) of the Companies Act 2006
- no notice has been deposited under section 476 requesting that an audit be conducted for the year ended 31st March 2025; and
- we acknowledge our responsibilities for:
 - ensuring that the company keeps accounting records which comply with section 386, and
 - preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit for the financial year then ended in accordance with the requirements of section 393, and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to the small companies regime.

The accounts were approved by the trustees on 10 December 2025



M Sutcliffe, Chair

The notes on pages 13 to 17 form part of these financial statements

Little Green Bus Limited

Notes to the Accounts
For The Year Ended 31st March 2025

1. ACCOUNTING POLICIES

1a. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting for Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1b. Income recognition policy

Items of income are recognised and included in the accounts when all the following criteria are met:

- The charity has entitlement to the funds
- Any performance conditions attached to the item of income has been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

1c. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid or payable by the bank.

1d. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charities work.

1e. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and that the amount of the obligation can be reliably measured.

1f. Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2025

1g. Tangible Fixed Assets

Fixed assets are shown at historical cost.

Depreciation is provided, after taking account of any grants receivable, at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2025	2024
	%	%
Motor Vehicles	15	15
Equipment	25	25

1h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1i. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or reliably estimated. Creditors and provisions are normally recognised at their settlement amounts after allowing for any trade discounts due.

1j. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The trust is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.00.

3. INCOME FROM DONATIONS

The charity received donations of £2,585 during the year (2024: £3,890) all of which were gifts without restriction.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2025

4. INCOME FROM CHARITABLE ACTIVITIES

	2025 £	2024 £
Brokerage	200	2,400
Passenger Fares	22,867	31,506
Management Fees	85,524	81,096
Membership Fees	4,588	4,615
Training	3,824	2,284
Grants - Income	16,882	16,272
Interest	7,344	16,228
	-----	-----
	141,229	154,501
Grants - National Lottery Community Fund	33,793	32,809
	-----	-----
	<u>175,022</u>	<u>187,210</u>

During the year the company received Income Grant of £28,753 (2024: £28,753) which related to the following accounting period. This Income has been credited to Accruals & Deferred Income (see note 12).

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	2025 £	2024 £
Vehicle Costs - Fuel	5,259	5,742
- Insurance	7,683	8,553
- Sundry Vehicle Expenses	197	1,160
- Vehicle Repairs	7,007	9,932
- Drivers Expenses	172	195
Training Expenses	1,872	307
Rent	9,600	17,100
Heat, Light & Power	3,615	2,291
Repairs & Renewals	5,072	849
Travel Expenses	555	507
Marketing Costs	450	1,000
General Insurance	998	1,500
Telephone	2,011	2,329
Sundry Expenses	1,812	1,348
Depreciation	10,528	12,327
Loss/(Profit) on Disposal	-	-
Support costs (Note 6)	82,035	90,695
Governance Costs (Note 6)	2,125	2,409
	-----	-----
	140,991	158,244
Allocated to Restricted Fund	33,793	33,221
	<u>107,198</u>	<u>125,023</u>

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2025

6. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	2025 £	2024 £
Support Costs - Staff Salaries and Wages	79,651	89,120
- Office Expenses	<u>2,384</u>	<u>1,575</u>
	<u>82,035</u>	<u>90,695</u>
Governance Costs - Accountancy Fees	2,125	2,050
- Professional Fee	<u>-</u>	<u>359</u>
	<u>2,125</u>	<u>2,409</u>

7. NET INCOME / EXPENDITURE FOR THE YEAR

	2025 £	2024 £
Net Income/Expenditure for the year is stated after charging:		
Accountancy & Professional Fees	2,125	2,409
Depreciation and Amortisation Tangible Assets: Owned	<u>10,528</u>	<u>12,327</u>

8. STAFF COSTS

	2025 £	2024 £
Salaries & Wages	67,050	76,867
Pension Costs	5,859	6,249
Social Security Costs	<u>6,742</u>	<u>6,004</u>
	<u>79,651</u>	<u>89,120</u>

No employees had emoluments in excess of £60,000 (2024: Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2024: £Nil) neither were they reimbursed expenses during the year (2024: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2024: £Nil).

9. STAFF NUMBERS

The average monthly number of full time equivalent employees (including casual and part time staff) during the year was 2.00 (2024: 2.42) all of whom were support staff.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2025

10. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Office Equipment £	Total £
Cost			
At 1st April 2024	231,643	4,202	235,845
Additions	-	299	299
	-----	-----	-----
At 31st March 2025	231,643	4,501	236,144
	-----	-----	-----
Depreciation			
At 1st April 2024	162,476	3,840	166,316
For the year	10,367	161	10,528
	-----	-----	-----
At 31st March 2025	172,843	4,001	176,844
	-----	-----	-----
Net Book Amounts			
At 31st March 2025	£ 81,373	£ 483	£ 81,856
	=====	=====	=====
At 31st March 2024	£ 58,800	£ 500	£ 59,300
	-----	-----	-----

11. DEBTORS

	2025 £	2024 £
Trade debtors	260	610
Other debtors	-	-
	-----	-----
	£ 260	£ 610
	=====	=====

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade Creditors	5,294	5,021
Accruals & Deferred Income	28,753	28,753
Tax & Other Social Security Creditors	63,281	56,577
	-----	-----
	£97,328	£90,351
	=====	=====

13. RESTRICTED FUNDS

	2024 £	2023 £
Balance Brought Forwards	-	-
Big Lottery Fund Income	33,793	32,809
Expenses allocated to Restricted Funds	(33,793)	(33,221)
Transfer from General Fund	-	412
	-----	-----
Balance Carried Forwards	£ -	£ -
	=====	=====

LITTLE GREEN BUS LTD

England & Wales - Charity number 1140118

Accounts

LITTLE GREEN BUS LIMITED

FINANCIAL ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2024

Wyre Accountancy Services
Accountants & Business Advisors
Lancashire

Little Green Bus Limited

Financial Accounts
For The Year Ended 31st March 2024

DIRECTORS & TRUSTEES

M Robinson
M Sutcliffe
S O'Rourke
G Scott

REGISTERED CHARITY NUMBER

1140118

REGISTERED OFFICE

Unit 3 Hawthorn Industrial Estate
Upbrooks
Clitheroe
Lancashire
BB7 1PL

COMPANY NUMBER

7475336

ACCOUNTANTS

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

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Little Green Bus Limited
Trustees Report
For The Year Ended 31st March 2024

1. Little Green Bus Ltd - Report of the trustees for the year ending 31 March 2024

The trustees are pleased to present their annual directors' report together with the consolidated accounts for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

2. Chair's report

This year has been a successful one, with the services of Little Green Bus proving ever popular and essential to a great number of our members, who without our services, would be prisoners in their own home. Our work with the Lancashire Community Transport Consortium is positive and with our four consortium partners, we have managed to achieve the many targets set by Lancashire County Council.

We believe that the breadth and accessibility of our services will demonstrate without any doubt the public benefit that our work brings to the community. At a time when much focus continues to be placed upon reducing loneliness and isolation by providing access to services, Little Green Bus is at the forefront of developments within the Borough and Lancashire as a whole to ensure that as many people as possible benefit from Community Transport Services.

We are particularly appreciative of our increased financial standard achieved as a direct result of our Chief Executive, Adrian Clarke not only putting Little Green Bus at the Head of the Consortium but also by him looking for new opportunities to grow Little Green Bus and also reducing expenditures. The work funded by The Big Lottery Reaching Communities, to set up group transport and a volunteer car scheme in one of our surrounding Boroughs, Hyndburn as well as enabling continuous growth of existing services in the Ribble Valley is going very well. The buses have enabled us to provide enhanced levels of comfort to our mainly elderly passengers as well as improving our professional image.

In closing, I would like to thank our finance and admin officer Fiona Byrne, without whom it would not have been possible for our CEO to put us in the position that we have achieved by enabling him to spend copious amounts of time managing the consortium contract, bidding for grants and putting community transport firmly on the map locally and regionally, whilst they ensured that the services were maintained to the highest possible standards. I should also like to thank my fellow Trustees for their time, support and dedication to ensuring that Little Green Bus Limited (Little Green Bus) is managed with the utmost due diligence and commitment to making a real difference to the lives of our passengers.

M Sutcliffe
Chair

3. Our purposes and activities

Mission Statement

To promote social inclusion and wellbeing by providing a safe, accessible, demand responsive and door to door network of transport services to residents of the Ribble Valley and surrounding areas.

Values

To be *inclusive*, recognising the needs of individuals and particularly ensuring that we reach and respect the needs of disadvantaged and under-represented groups.

To reduce social exclusion and promote general wellbeing by enabling passengers to gain access to vital services and social opportunities

To be *innovative*, continually improving the way we work and provide services by incorporating new ideas, information and methods.

To work in *partnership*, adding value to what we do by working with others to build trust, develop mutual understanding and through reciprocal actions to develop social capital.

To strive for *quality*, committing the organisation to improvement and high standards in all aspects of its activities and working environment.

To demonstrate a commitment to *environmental sustainability* by ensuring that as many people as possible use the transport services thus reducing the numbers of cars on the roads.

To be economically aware and committed by ensuring that all resources are used effectively and efficiently.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2024

Objectives

To provide a range of quality, client sensitive, transport services for passengers in and around the Ribble Valley.

by:

- 1 Raising the awareness of services available to all eligible individuals and groups
- 2 Developing and providing accessible services for individuals and groups of passengers

To demonstrate an active commitment towards continuous improvement.

by:

1. Ensuring that all members of staff and volunteers are actively engaged in planning, decision making and implementation of future plans
2. By ensuring that all key stakeholders are aware of our commitment and are given the opportunity to contribute towards plans and decisions

To increase the areas covered by current services.

by:

1. analysing current provision
2. implementing a more effective service that reaches areas of the Ribble Valley and surrounding areas not currently covered by the service
3. Investigating potential additional funding streams to support the commitment to maximising the social inclusion and general wellbeing that passengers experience as a result of the transport services provided

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Little Green Bus relies on grants and the income from fares and charges to cover its operating costs.

Affordability and access to our services is important to us and is reflected in our pricing policy.

4. The services that we provide

Dial-a-Ride

The dial-a-ride services are currently provided for people who are unable to access public transport due to its non-existence or mobility restrictions. Income is derived through support from LCC and from small fares from passengers. This service has grown in popularity over the last few years due to the high standards of customer service provided, which is evidenced in customer satisfaction surveys.

Group Transport

This service has increased over the last few years, with word of mouth recommendation and repeat business being the main marketing points. Little Green Bus has been developing good working relations with local community groups in providing transport services for a variety of reasons.

Educational services

The opportunity to provide services is available through individual ad hoc agreements with schools for curriculum trips to local businesses, sporting activities and extended school activities, a potential growth area as schools endeavour to meet national policy requirements. MiDAS (Minibus Drivers Awareness Scheme) training continues to be provided for teachers who drive school minibuses. Further marketing is needed to make all local schools aware of the services that Little Green Bus can provide.

Health Services

There has been an increasing demand for transport to and from medical appointments and Little Green Bus is ideally placed to meet this demand with clear benefits to all involved parties. The service is valued by patients and doctors and results in better access to services.

It is widely recognized that the benefits to passengers of being able to continue to live independently and get their weekly shopping even though they are displaying signs of illnesses such as dementia are far reaching. Providing access to key medical services via our volunteer car scheme is also believed to result in a reduction in missed appointments and in the take up of the valuable time of health professionals as patients are delivered safely and efficiently to appointments.

Social Services

Little Green Bus continues to have links with Social Service who refer people to our services and who we contact should concerns about individuals warrant it.

5. Our volunteers

Little Green Bus is very privileged in that it benefits from the support and commitment of our 25 volunteers who assist with driving and supporting our passengers thus enabling us to keep our costs as low as possible. We are much indebted to our volunteers without whom Little Green Bus would simply not survive and best endeavours are always made to ensure that our appreciation is shown to our volunteers as well as ensuring that they receive the training and support that they require to successfully carry out their volunteering with us.

6. Achievements and performance

Maintaining a balance between passengers paying fares, accessibility for those of modest means, the encouraging of new passengers and development of new services as well as maintaining a financial balance is an ongoing challenge. Our key financial aim remains a financially sustainable service and we remain very grateful to our funders for their support.

7. Our pricing policy

Our pricing policy reflects our strategy of enabling all within our community, whatever their means, to access our services if they need them and are eligible for them.

Dial-a-Ride is charged at £5, trips further afield are charged at £12. Annual membership fees are £20, broken down into twice yearly payments of £10 following passenger feedback. Buses with volunteer drivers are available to local community groups at fair prices and Minibus Driver Awareness Scheme (MiDAS) training is available to individuals and groups at competitive prices.

8. Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the current level of six month's reserves both meets the Charity Commission's S.O.R.P. (Statement of Recommended Practice).

9. Plans for future periods

The strategic plan envisaged a need for continued sustainability which was achieved by 31 March 2017 and continues to be met.

10. Reference and administrative details

Charity number: 1140118
Company number: 7475336
Registered Office: Unit 3 Hawthorn Park,
Upbrooks,
Clitheroe,
Lancs
BB7 1PL

11. Our advisers

Accountant: Wyre Accountancy Services,

12. Directors and Trustees and key personnel

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.

The trustees and officers serving during the year and since the year end were as follows:

Key management personnel Little Green Bus Ltd: Trustees' and Directors

M Robinson
M Sutcliffe
S O'Rourke
G Scott

Key personnel:

Senior manager of Little Green Bus Ltd:

Chief Executive Officer/Manager: A Clarke

Coordination/Administration personnel Little Green Bus Ltd:

Service Coordination and Training: A Clarke
Finance and Service Coordination: F Byrne

13. Structure, Governance and Management

Governing Document

Little Green Bus Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21 December 2010. It is registered as a charity with the Charity Commission.

Trustee induction and training

New trustees undergo induction to the organisation, its services and funders informing them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction session they meet key employees and passengers by undertaking journeys with them to gain first-hand experience and information regarding the services.

Organisation

The board of trustees, which can have up to six members, administers the charity. The board normally meets quarterly and there are separate responsibilities within the Board for overseeing finance and audit and human resources.

A Chief Executive Officer/Manager is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer/Manager has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and the development of new services as well as bids for grants to support existing and new services.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity.

Any connection between a trustee or senior manager of the charity with a competitor or funder must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Risk management

The trustees have a risk management strategy which comprises:

1. an annual and ongoing review of the principal risks and uncertainties that the charity faces;
2. the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
3. the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Attention has also been focussed on non-financial risks arising from health and safety of passengers. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2024

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Little Green Bus for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure and use of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our accountant

In so far as the trustees are aware at the time of approving our trustees' annual report:

1. there is no relevant information, being information needed by the accountant in connection with preparing their report, of which the company's accountant is unaware, and
2. the trustees, having made enquiries of fellow directors and the charity's accountant that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant financial information and to establish that the accountant is aware of that information.

By order of the board of trustees
M Sutcliffe
xxx October 2024

Little Green Bus Limited
Independent Examiners Report to the Trustees of
Little Green Bus Limited
For The Year Ended 31st March 2024

I report on the accounts of the company for the year ended 31st March 2024, which are set out on pages 11 to 17.

Respective responsibilities of Trustees and Independent Examiner

The trustees, who are also the company's directors, are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for the year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. The charity's gross income is less than £250,000.

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

- examine the accounts under section 43 of the 1993 Act
- to follow the procedure laid down in the general directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of the independent examiners report

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

Independent Examiners Report

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

1 which gives me reasonable cause to believe that in any material respect, the requirements:

a. to keep accounting records in accordance with section 396 of the Companies Act 2006; and

b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

xxx October 2024

Little Green Bus Limited

Income & Expenditure Account
For The Year Ended 31st March 2024

	Notes	2024 £	2023 £
INCOME	2		
Charitable Activities	4	154,401	133,000
Donations	3	<u>3,890</u>	<u>2,211</u>
Total Incoming Resources		158,291	135,211
EXPENDITURE			
Expenditure on Charitable Operations	5	125,023	126,653
NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR		33,268	8,558
Transfer to Restricted Fund		(412)	-
RECONCILIATION OF FUNDS			
Total Unrestricted Funds Brought Forwards		346,080	337,522
Total Unrestricted Funds Carried Forwards		<u>£378,936</u> =====	<u>£346,080</u> =====

All income and expenditure derives from continuing operations.

Of this income £Nil (2023: £nil) relates to one off Capital Grants.

The statement of financial activities includes all gains and losses recognised in the year

Little Green Bus Limited

Balance Sheet
At 31st March 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	10	69,529	81,856

CURRENT ASSETS			
Debtors	11	610	128
Cash at bank and in hand		399,148	337,543
		-----	-----
		399,758	337,671
CREDITORS: Amounts falling due within one year	12	90,351	73,447
		-----	-----
NET CURRENT ASSETS		309,407	264,224
		-----	-----
NET ASSETS		£378,936	£346,080
		=====	=====
FUNDS OF THE CHARITY			
Unrestricted Income Funds	page 11	314,273	346,080
Restricted Funds	13	-	-
		-----	-----
ACCUMULATED FUNDS		£378,936	£346,080
		=====	=====

In approving these financial statements as directors of the company we hereby confirm that:

- a) for the year in question the company was entitled to exemption under section 477(2) of the Companies Act 2006
- b) no notice has been deposited under section 476 requesting that an audit be conducted for the year ended 31st March 2024; and
- c) we acknowledge our responsibilities for:
 - i) ensuring that the company keeps accounting records which comply with section 386, and
 - ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit for the financial year then ended in accordance with the requirements of section 393, and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to the small companies regime.

The accounts were approved by the trustees on xxx October 2024

M Sutcliffe, Chair

The notes on pages 13 to 17 form part of these financial statements

Little Green Bus Limited

Notes to the Accounts
For The Year Ended 31st March 2024

1. ACCOUNTING POLICIES

1a. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting for Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1b. Income recognition policy

Items of income are recognised and included in the accounts when all the following criteria are met:

- The charity has entitlement to the funds
- Any performance conditions attached to the item of income has been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

1c. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid or payable by the bank.

1d. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charities work.

1e. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and that the amount of the obligation can be reliably measured.

1f. Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2024

1g. Tangible Fixed Assets

Fixed assets are shown at historical cost.

Depreciation is provided, after taking account of any grants receivable, at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2024	2023
	%	%
Motor Vehicles	15	15
Equipment	25	25

1h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1i. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or reliably estimated. Creditors and provisions are normally recognised at their settlement amounts after allowing for any trade discounts due.

1j. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The trust is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.00.

3. INCOME FROM DONATIONS

The charity received donations of £3,890 during the year (2023: £2,211) all of which were gifts without restriction.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2024

4. INCOME FROM CHARITABLE ACTIVITIES

	2024	2023
	£	£
Brokerage	2,400	1,200
Passenger Fares	31,506	25,527
Management Fees	81,096	63,466
Membership Fees	4,615	3,892
Training	2,284	2,366
Grants - Income	16,272	29,843
Interest	16,228	6,706
	-----	-----
Unrestricted Income	154,401	133,000
Restricted Grants		
- National Lottery Community Fund	32,809	31,854
	-----	-----
	<u>187,210</u>	<u>164,854</u>

During the year the company received an Unrestricted Income Grant of £28,753 (2023: £28,753) which related to the following accounting period. This Income has been credited to Accruals & Deferred Income (see note 12).

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	2024	2023
	£	£
Vehicle Costs - Fuel	5,742	7,614
- Insurance	8,553	8,576
- Sundry Vehicle Expenses	1,160	680
- Vehicle Repairs	9,932	6,508
- Drivers Expenses	195	162
Training Expenses	307	942
Rent	17,100	15,000
Heat, Light & Power	2,291	1,809
Repairs & Renewals	849	1,227
Travel Expenses	507	165
Marketing Costs	1,000	600
General Insurance	1,500	1,177
Telephone	2,329	1,939
Sundry Expenses	1,348	486
Depreciation	12,327	14,521
Loss/(Profit) on Disposal	-	-
Support costs (Note 6)	90,695	94,657
Governance Costs (Note 6)	2,409	2,444
	<u>158,244</u>	<u>158,507</u>
Allocated to Restricted Fund	<u>33,221</u>	<u>31,854</u>
	<u>125,023</u>	<u>126,653</u>

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2024

6. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	2024 £	2023 £
Support Costs - Staff Salaries and Wages	89,120	92,543
- Office Expenses	<u>1,575</u>	<u>2,114</u>
	<u>90,695</u>	<u>94,657</u>
Governance Costs - Accountancy Fees	2,050	1,400
- Professional Fee	<u>359</u>	<u>1,044</u>
	<u>2,409</u>	<u>2,444</u>

7. NET INCOME / EXPENDITURE FOR THE YEAR

	2024 £	2023 £
Net Income/Expenditure for the year is stated after charging:		
Accountancy & Professional Fees	2,409	2,444
Depreciation and Amortisation Tangible Assets: Owned	<u>12,327</u>	<u>14,521</u>
and after:		
(Loss)/Profit on disposal of tangible assets	<u>-</u>	<u>-</u>

8. STAFF COSTS

	2023 £	2022 £
Salaries & Wages	76,867	75,874
Pension Costs	6,249	9,282
Social Security Costs	<u>6,004</u>	<u>7,307</u>
	<u>89,120</u>	<u>92,543</u>

No employees had emoluments in excess of £60,000 (2023: Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £Nil) neither were they reimbursed expenses during the year (2023: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2023: £Nil).

Little Green Bus Limited
Notes to the Accounts (continued)
For The Year Ended 31st March 2024

9. STAFF NUMBERS

The average monthly number of full time equivalent employees (including casual and part time staff) during the year was 2.42 (2023: 3.00) all of whom were support staff.

10. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Office Equipment £	Total £
Cost			
At 1st April 2023	231,643	4,202	235,845
Additions	-	-	-
	-----	-----	-----
At 31st March 2024	231,643	4,202	235,845
	-----	-----	-----
Depreciation			
At 1st April 2023	150,270	3,719	153,989
For the year	12,206	121	12,327
	-----	-----	-----
At 31st March 2024	162,476	3,840	166,316
	-----	-----	-----
Net Book Amounts			
At 31st March 2023	£ 81,373	£ 483	£ 81,856
	=====	=====	=====
At 31st March 2024	£ 69,167	£ 362	£ 69,529
	-----	-----	-----

11. DEBTORS

	2024 £	2023 £
Trade debtors	610	128
	-----	-----
	£ 610	£ 128
	=====	=====

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade Creditors	5,021	3,848
Accruals & Deferred Income	28,753	28,753
Tax & Other Social Security Creditors	56,577	40,846
	-----	-----
	£90,351	£73,447
	=====	=====

13. RESTRICTED FUNDS

	2024 £	2023 £
Balance Brought Forwards	-	-
Big Lottery Fund Income	32,809	31,854
Expenses allocated to Restricted Funds	(33,221)	(31,854)
Transfer from General Fund	412	-
	-----	-----
Balance Carried Forwards	£ -	£ -
	=====	=====

LITTLE GREEN BUS LTD

England & Wales - Charity number 1140118

Accounts

LITTLE GREEN BUS LIMITED

FINANCIAL ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH 2023

Wyre Accountancy Services
Accountants & Business Advisors
Lancashire

Little Green Bus Limited

Financial Accounts

For The Year Ended 31st March 2023

DIRECTORS & TRUSTEES

C Cunliffe (Resigned 2 December 2022)
M Robinson
R Sherras
M Sutcliffe
D Morris (Resigned 2 December 2022)
S O'Rourke (Appointed 2 December 2022)
G Scott (Appointed 2 December 2022)

REGISTERED CHARITY NUMBER

1140118

REGISTERED OFFICE

Unit 3 Hawthorn Industrial Estate
Upbrooks
Clitheroe
Lancashire
BB7 1PL

COMPANY NUMBER

7475336

ACCOUNTANTS

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

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	13 to 17	Notes to the Accounts

Little Green Bus Limited
Trustees Report
For The Year Ended 31st March 2023

1. Little Green Bus Ltd - Report of the trustees for the year ending 31 March 2023

The trustees are pleased to present their annual directors' report together with the consolidated accounts for the year ended 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

2. Chair's report

This year has been a successful one, with the services of Little Green Bus proving ever popular and essential to a great number of our members, who without our services, would be prisoners in their own home. Our work with the Lancashire Community Transport Consortium is positive and with our four consortium partners, we have managed to achieve the many targets set by Lancashire County Council.

We believe that the breadth and accessibility of our services will demonstrate without any doubt the public benefit that our work brings to the community. At a time when much focus continues to be placed upon reducing loneliness and isolation by providing access to services, Little Green Bus is at the forefront of developments within the Borough and Lancashire as a whole to ensure that as many people as possible benefit from Community Transport Services.

We are particularly appreciative of our increased financial standard achieved as a direct result of our Chief Executive, Donna Atkinson not only putting Little Green Bus at the Head of the Consortium but also by her continually looking for new opportunities for the organisation.

The work funded by The Big Lottery Reaching Communities, to set up group transport and a volunteer car scheme in one of our surrounding Boroughs, Hyndburn as well as enabling continuous growth of existing services in the Ribble Valley is going very well.

The new buses have enabled us to provide enhanced levels of comfort to our mainly elderly passengers as well as improving our professional image.

In closing, I would like to thank our small team of coordination, admin and finance staff Fiona Byrne and Adrian Clarke, without whom it would not have been possible for our CEO to put us in the position that we have achieved by enabling her to spend copious amounts of time managing the consortium contract, bidding for grants and putting community transport firmly on the map locally and regionally, whilst they ensured that the services were maintained to the highest possible standards.

I should also like to thank my fellow Trustees for their time, support and dedication to ensuring that Little Green Bus Limited (Little Green Bus) is managed with the utmost due diligence and commitment to making a real difference to the lives of our passengers.

M Sutcliffe
Chair

3. Our purposes and activities

Mission Statement

To promote social inclusion and wellbeing by providing a safe, accessible, demand responsive and door to door network of transport services to residents of the Ribble Valley and surrounding areas.

Values

To be *inclusive*, recognising the needs of individuals and particularly ensuring that we reach and respect the needs of disadvantaged and under-represented groups.

To reduce social exclusion and promote general wellbeing by enabling passengers to gain access to vital services and social opportunities

To be *innovative*, continually improving the way we work and provide services by incorporating new ideas, information and methods.

To work in *partnership*, adding value to what we do by working with others to build trust, develop mutual understanding and through reciprocal actions to develop social capital.

To strive for *quality*, committing the organisation to improvement and high standards in all aspects of its activities and working environment.

To demonstrate a commitment to *environmental sustainability* by ensuring that as many people as possible use the transport services thus reducing the numbers of cars on the roads.

To be economically aware and committed by ensuring that all resources are used effectively and efficiently.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2023

Objectives

To provide a range of quality, client sensitive, transport services for passengers in and around the Ribble Valley.

by:

- 1 Raising the awareness of services available to all eligible individuals and groups
- 2 Developing and providing accessible services for individuals and groups of passengers

To demonstrate an active commitment towards continuous improvement.

by:

1. Ensuring that all members of staff and volunteers are actively engaged in planning, decision making and implementation of future plans
2. By ensuring that all key stakeholders are aware of our commitment and are given the opportunity to contribute towards plans and decisions

To increase the areas covered by current services.

by:

1. analysing current provision
2. implementing a more effective service that reaches areas of the Ribble Valley and surrounding areas not currently covered by the service
3. Investigating potential additional funding streams to support the commitment to maximising the social inclusion and general wellbeing that passengers experience as a result of the transport services provided

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Little Green Bus relies on grants and the income from fares and charges to cover its operating costs.

Affordability and access to our services is important to us and is reflected in our pricing policy.

4. The services that we provide

Dial-a-Ride

The dial-a-ride services are currently provided for people who are unable to access public transport due to its non-existence or mobility restrictions. Income is derived through support from LCC and from small fares from passengers. This service has grown in popularity over the last few years due to the high standards of customer service provided, which is evidenced in customer satisfaction surveys.

Group Transport

This service has increased over the last few years, with word of mouth recommendation and repeat business being the main marketing points. Little Green Bus has been developing good working relations with local community groups in providing transport services for a variety of reasons.

Educational services

The opportunity to provide services is available through individual ad hoc agreements with schools for curriculum trips to local businesses, sporting activities and extended school activities, a potential growth area as schools endeavour to meet national policy requirements. MiDAS (Minibus Drivers Awareness Scheme) training continues to be provided for teachers who drive school minibuses. Further marketing is needed to make all local schools aware of the services that Little Green Bus can provide.

Health Services

There has been an increasing demand for transport to and from medical appointments and Little Green Bus is ideally placed to meet this demand with clear benefits to all involved parties. The service is valued by patients and doctors and results in better access to services.

It is widely recognized that the benefits to passengers of being able to continue to live independently and get their weekly shopping even though they are displaying signs of illnesses such as dementia are far reaching. Providing access to key medical services via our volunteer car scheme is also believed to result in a reduction in missed appointments and in the take up of the valuable time of health professionals as patients are delivered safely and efficiently to appointments.

Social Services

Little Green Bus continues to have links with Social Service who refer people to our services and who we contact should concerns about individuals warrant it.

5. Our volunteers

Little Green Bus is very privileged in that it benefits from the support and commitment of over 30 volunteers who assist with driving and supporting our passengers thus enabling us to keep our costs as low as possible. We are much indebted to our volunteers without whom Little Green Bus would simply not survive and best endeavours are always made to ensure that our appreciation is shown to our volunteers as well as ensuring that they receive the training and support that they require to successfully carry out their volunteering with us.

6. Achievements and performance

Maintaining a balance between passengers paying fares, accessibility for those of modest means, the encouraging of new passengers and development of new services as well as maintaining a financial balance is an ongoing challenge. Our key financial aim remains a financially sustainable service and we remain very grateful to our funders for their support.

7. Our pricing policy

Our pricing policy reflects our strategy of enabling all within our community, whatever their means, to access our services if they need them and are eligible for them.

Dial-a-Ride is charged at £5, trips further afield are charged at £12. Annual membership fees are £20, broken down into twice yearly payments of £10 following passenger feedback. Buses with volunteer drivers are available to local community groups at fair prices and Minibus Driver Awareness Scheme (MiDAS) training is available to individuals and groups at competitive prices.

8. Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the current level of six month's reserves both meets the Charity Commission's S.O.R.P. (Statement of Recommended Practice).

9. Plans for future periods

The strategic plan envisaged a need for continued sustainability which was achieved by 31 March 2017 and continues to be met.

10. Reference and administrative details

Charity number: 1140118
Company number: 7475336
Registered Office: Unit 3 Hawthorn Park,
Upbrooks,
Clitheroe,
Lancs
BB7 1PL

11. Our advisers

Accountant: Wyre Accountancy Services,

12. Directors and Trustees and key personnel

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.

The trustees and officers serving during the year and since the year end were as follows:

Key management personnel Little Green Bus Ltd: Trustees' and Directors

C Cunliffe	(Resigned 2 December 2022)
M Robinson	
R Sherras	
M Sutcliffe	
D Morris	(Resigned 2 December 2022)
S O'Rourke	(Appointed 2 December 2022)
G Scott	(Appointed 2 December 2022)

Key personnel:

Senior manager of Little Green Bus Ltd:

Chief Executive Officer/Manager: D Atkinson

Coordination/Administration personnel Little Green Bus Ltd:

Service Coordination and Training: A Clarke
Finance and Service Coordination: F Byrne

13. Structure, Governance and Management

Governing Document

Little Green Bus Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21 December 2010. It is registered as a charity with the Charity Commission.

Trustee induction and training

New trustees undergo induction to the organisation, its services and funders informing them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction session they meet key employees and passengers by undertaking journeys with them to gain first-hand experience and information regarding the services.

Organisation

The board of trustees, which can have up to six members, administers the charity. The board normally meets quarterly and there are separate responsibilities within the Board for overseeing finance and audit and human resources.

A Chief Executive Officer/Manager is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer/Manager has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and the development of new services as well as bids for grants to support existing and new services.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity.

Any connection between a trustee or senior manager of the charity with a competitor or funder must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Risk management

The trustees have a risk management strategy which comprises:

1. an annual and ongoing review of the principal risks and uncertainties that the charity faces;
2. the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
3. the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Attention has also been focussed on non-financial risks arising from health and safety of passengers. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2023

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Little Green Bus for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure and use of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our accountant

In so far as the trustees are aware at the time of approving our trustees' annual report:

1. there is no relevant information, being information needed by the accountant in connection with preparing their report, of which the company's accountant is unaware, and
2. the trustees, having made enquiries of fellow directors and the charity's accountant that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant financial information and to establish that the accountant is aware of that information.

By order of the board of trustees
M Sutcliffe
xx December 2023

Little Green Bus Limited
Independent Examiners Report to the Trustees of
Little Green Bus Limited
For The Year Ended 31st March 2023

I report on the accounts of the company for the year ended 31st March 2023, which are set out on pages 11 to 17.

Respective responsibilities of Trustees and Independent Examiner

The trustees, who are also the company's directors, are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for the year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. The charity's gross income is less than £250,000. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 1993 Act
- to follow the procedure laid down in the general directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of the independent examiners report

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

Independent Examiners Report

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

1 which gives me reasonable cause to believe that in any material respect, the requirements:

a. to keep accounting records in accordance with section 396 of the Companies Act 2006; and

b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

xx December 2023

Little Green Bus Limited

Income & Expenditure Account
For The Year Ended 31st March 2023

	Notes	2023 £	2022 £
INCOME	2		
Charitable Activities	4	163,912	165,485
Donations	3	<u>3,153</u>	<u>3,153</u>
Total Incoming Resources		167,065	168,638
EXPENDITURE			
Expenditure on Charitable Operations	5	158,507	163,318
NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR		8,558	5,320
RECONCILIATION OF FUNDS			
Total Funds Brought Forwards		337,522	332,202
Total Funds Carried Forwards		<u>£346,080</u> =====	<u>£337,522</u> =====

All income and expenditure derives from continuing operations.

Of this income £Nil (2021: £nil) relates to one off Capital Grants.

The statement of financial activities includes all gains and losses recognised in the year

Little Green Bus Limited

Balance Sheet
At 31st March 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets	10	81,856	96,377

CURRENT ASSETS			
Debtors	11	128	775
Cash at bank and in hand		337,543	312,116
		-----	-----
		337,671	312,892
CREDITORS: Amounts falling due within one year	12	73,447	71,747
		-----	-----
NET CURRENT ASSETS		264,224	241,145
		-----	-----
NET ASSETS		£346,080	£337,522
		=====	=====
FUNDS OF THE CHARITY			
Unrestricted Income Funds	page 11	346,080	337,522
		-----	-----
ACCUMULATED FUNDS		£346,080	£337,522
		=====	=====

In approving these financial statements as directors of the company we hereby confirm that:

- a) for the year in question the company was entitled to exemption under section 477(2) of the Companies Act 2006
- b) no notice has been deposited under section 476 requesting that an audit be conducted for the year ended 31st March 2023; and
- c) we acknowledge our responsibilities for:
 - i) ensuring that the company keeps accounting records which comply with section 386, and
 - ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit for the financial year then ended in accordance with the requirements of section 393, and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to the small companies regime.

The accounts were approved by the trustees on xx December 2023

M Sutcliffe, Chair

The notes on pages 13 to 17 form part of these financial statements

Little Green Bus Limited

Notes to the Accounts
For The Year Ended 31st March 2023

1. ACCOUNTING POLICIES

1a. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting for Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1b. Income recognition policy

Items of income are recognised and included in the accounts when all the following criteria are met:

- The charity has entitlement to the funds
- Any performance conditions attached to the item of income has been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

1c. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid or payable by the bank.

1d. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charities work.

1e. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and that the amount of the obligation can be reliably measured.

1f. Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2023

1g. Tangible Fixed Assets

Fixed assets are shown at historical cost.

Depreciation is provided, after taking account of any grants receivable, at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2023	2022
	%	%
Motor Vehicles	15	15
Equipment	25	25

1h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1i. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or reliably estimated. Creditors and provisions are normally recognised at their settlement amounts after allowing for any trade discounts due.

1j. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The trust is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.00.

3. INCOME FROM DONATIONS

The charity received donations of £2,211 during the year (2022: £3,153) all of which were gifts without restriction.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2022

4. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Brokerage	1,200	1,200
Passenger Fares	24,495	16,644
Management Fees	63,466	81,396
Membership Fees	3,892	3,890
Training	2,366	2,885
Grants - Income	61,697	55,420
Interest	6,706	150
	<u>163,912</u>	<u>165,485</u>

During the year the company received Income Grant of £25,167 (2022: £25,167) which related to the following accounting period. This Income has been credited to Accruals & Deferred Income (see note 12).

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	2023	2022
	£	£
Vehicle Costs - Fuel	7,614	5,169
- Insurance	8,576	8,718
- Sundry Vehicle Expenses	680	230
- Vehicle Repairs	6,508	9,404
- Drivers Expenses	162	260
Training Expenses	942	2,889
Rent	15,000	15,000
Heat, Light & Power	1,809	1,789
Repairs & Renewals	1,227	266
Travel Expenses	165	64
Marketing Costs	600	47
General Insurance	1,177	1,071
Telephone	1,939	1,518
Sundry Expenses	486	2,417
Depreciation	14,521	17,108
Loss/(Profit) on Disposal	-	-
Support costs (Note 6)	94,657	95,205
Governance Costs (Note 6)	2,444	2,163
	<u>158,507</u>	<u>163,318</u>

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2023

6. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	2023 £	2022 £
Support Costs - Staff Salaries and Wages	92,543	93,232
- Office Expenses	<u>2,114</u>	<u>1,973</u>
	<u>94,657</u>	<u>95,205</u>
Governance Costs - Accountancy Fees	1,400	2,025
- Professional Fee	<u>1,044</u>	<u>138</u>
	<u>2,444</u>	<u>2,163</u>

7. NET INCOME / EXPENDITURE FOR THE YEAR

	2023 £	2022 £
Net Income/Expenditure for the year is stated after charging:		
Accountancy & Professional Fees	2,444	2,163
Depreciation and Amortisation Tangible Assets: Owned	<u>14,521</u>	<u>17,108</u>
and after:		
(Loss)/Profit on disposal of tangible assets	<u>-</u>	<u>-</u>

8. STAFF COSTS

	2023 £	2022 £
Salaries & Wages	75,874	70,766
Pension Costs	9,282	7,933
Social Security Costs	<u>7,397</u>	<u>14,533</u>
	<u>92,543</u>	<u>93,232</u>

No employees had emoluments in excess of £60,000 (2022: Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022: £Nil) neither were they reimbursed expenses during the year (2022: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £Nil).

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2023

9. STAFF NUMBERS

The average monthly number of full time equivalent employees (including casual and part time staff) during the year was 3.00 (2022: 3.16) all of whom were support staff.

10. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Office Equipment £	Total £
Cost			
At 1st April 2022	231,643	4,202	235,845
Additions	-	-	-
	-----	-----	-----
At 31st March 2023	231,643	4,202	235,845
	-----	-----	-----
Depreciation			
At 1st April 2022	135,910	3,548	139,468
For the year	14,360	161	14,521
	-----	-----	-----
At 31st March 2023	150,270	3,548	139,468
	-----	-----	-----
Net Book Amounts			
At 31st March 2023	£ 81,373	£ 483	£ 81,856
	=====	=====	=====
At 31st March 2022	£ 95,733	£ 644	£ 96,377
	-----	-----	-----

11. DEBTORS

	2023 £	2022 £
Trade debtors	128	276
Other debtors	-	500
	-----	-----
	£ 128	£ 776
	=====	=====

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade Creditors	3,848	2,608
Accruals & Deferred Income	28,753	28,753
Tax & Other Social Security Creditors	40,846	40,386
	-----	-----
	£73,447	£71,747
	=====	=====

LITTLE GREEN BUS LTD

England & Wales - Charity number 1140118

Accounts

LITTLE GREEN BUS LIMITED

FINANCIAL ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2022

Wyre Accountancy Services
Accountants & Business Advisors
Lancashire

Little Green Bus Limited

Financial Accounts

For The Year Ended 31st March 2022

DIRECTORS & TRUSTEES

C Cunliffe (Resigned 2 December 2022)
M Robinson
R Sherras
M Sutcliffe
D Morris (Resigned 2 December 2022)
S O'Rourke (Appointed 2 December 2022)
G Scott (Appointed 2 December 2022)

REGISTERED CHARITY NUMBER

1140118

REGISTERED OFFICE

Unit 3 Hawthorn Industrial Estate
Upbrooks
Clitheroe
Lancashire
BB7 1PL

COMPANY NUMBER

7475336

ACCOUNTANTS

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

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	11	Income & Expenditure Account
	12	Balance Sheet
	13 to 17	Notes to the Accounts

Little Green Bus Limited
Trustees Report
For The Year Ended 31st March 2022

1. Little Green Bus Ltd - Report of the trustees for the year ending 31 March 2022

The trustees are pleased to present their annual directors' report together with the consolidated accounts for the year ended 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

2. Chair's report

This year has been a successful one, with the services of Little Green Bus proving ever popular and essential to a great number of our members, who without our services, would be prisoners in their own home. Our work with the Lancashire Community Transport Consortium is positive and with our four consortium partners, we have managed to achieve the many targets set by Lancashire County Council.

We believe that the breadth and accessibility of our services will demonstrate without any doubt the public benefit that our work brings to the community. At a time when much focus continues to be placed upon reducing loneliness and isolation by providing access to services, Little Green Bus is at the forefront of developments within the Borough and Lancashire as a whole to ensure that as many people as possible benefit from Community Transport Services.

We are particularly appreciative of our increased financial standard achieved as a direct result of our Chief Executive, Donna Atkinson not only putting Little Green Bus at the Head of the Consortium but also by her continually looking for new opportunities for the organisation.

The work funded by The Big Lottery Reaching Communities, to set up group transport and a volunteer car scheme in one of our surrounding Boroughs, Hyndburn as well as enabling continuous growth of existing services in the Ribble Valley is going very well.

The new buses have enabled us to provide enhanced levels of comfort to our mainly elderly passengers as well as improving our professional image.

In closing, I would like to thank our small team of coordination, admin and finance staff Fiona Byrne, Nigel Billington and Anna Barcroft, without whom it would not have been possible for our CEO to put us in the position that we have achieved by enabling her to spend copious amounts of time managing the consortium contract, bidding for grants and putting community transport firmly on the map locally and regionally, whilst they ensured that the services were maintained to the highest possible standards.

I should also like to thank my fellow Trustees for their time, support and dedication to ensuring that Little Green Bus Limited (Little Green Bus) is managed with the utmost due diligence and commitment to making a real difference to the lives of our passengers.

M Sutcliffe
Chair

3. Our purposes and activities

Mission Statement

To promote social inclusion and wellbeing by providing a safe, accessible, demand responsive and door to door network of transport services to residents of the Ribble Valley and surrounding areas.

Values

To be *inclusive*, recognising the needs of individuals and particularly ensuring that we reach and respect the needs of disadvantaged and under-represented groups.

To reduce social exclusion and promote general wellbeing by enabling passengers to gain access to vital services and social opportunities

To be *innovative*, continually improving the way we work and provide services by incorporating new ideas, information and methods.

To work in *partnership*, adding value to what we do by working with others to build trust, develop mutual understanding and through reciprocal actions to develop social capital.

To strive for *quality*, committing the organisation to improvement and high standards in all aspects of its activities and working environment.

To demonstrate a commitment to *environmental sustainability* by ensuring that as many people as possible use the transport services thus reducing the numbers of cars on the roads.

To be economically aware and committed by ensuring that all resources are used effectively and efficiently.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2022

Objectives

To provide a range of quality, client sensitive, transport services for passengers in and around the Ribble Valley.

by:

- 1 Raising the awareness of services available to all eligible individuals and groups
- 2 Developing and providing accessible services for individuals and groups of passengers

To demonstrate an active commitment towards continuous improvement.

by:

1. Ensuring that all members of staff and volunteers are actively engaged in planning, decision making and implementation of future plans
2. By ensuring that all key stakeholders are aware of our commitment and are given the opportunity to contribute towards plans and decisions

To increase the areas covered by current services.

by:

1. analysing current provision
2. implementing a more effective service that reaches areas of the Ribble Valley and surrounding areas not currently covered by the service
3. Investigating potential additional funding streams to support the commitment to maximising the social inclusion and general wellbeing that passengers experience as a result of the transport services provided

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Little Green Bus relies on grants and the income from fares and charges to cover its operating costs.

Affordability and access to our services is important to us and is reflected in our pricing policy.

4. The services that we provide

Dial-a-Ride

The dial-a-ride services are currently provided for people who are unable to access public transport due to its non-existence or mobility restrictions. Income is derived through support from LCC and from small fares from passengers. This service has grown in popularity over the last few years due to the high standards of customer service provided, which is evidenced in customer satisfaction surveys.

Group Transport

This service has increased over the last few years, with word of mouth recommendation and repeat business being the main marketing points. Little Green Bus has been developing good working relations with local community groups in providing transport services for a variety of reasons.

Educational services

The opportunity to provide services is available through individual ad hoc agreements with schools for curriculum trips to local businesses, sporting activities and extended school activities, a potential growth area as schools endeavour to meet national policy requirements. MiDAS (Minibus Drivers Awareness Scheme) training continues to be provided for teachers who drive school minibuses. Further marketing is needed to make all local schools aware of the services that Little Green Bus can provide.

Health Services

There has been an increasing demand for transport to and from medical appointments and Little Green Bus is ideally placed to meet this demand with clear benefits to all involved parties. The service is valued by patients and doctors and results in better access to services.

The last 12 months has seen us win further grant funding from the local Clinical Commissioning Group for the Access to Services Scheme. It is widely recognized that the benefits to passengers of being able to continue to live independently and get their weekly shopping even though they are displaying signs of illnesses such as dementia are far reaching. Providing access to key medical services via our volunteer car scheme is also believed to result in a reduction in missed appointments and in the take up of the valuable time of health professionals as patients are delivered safely and efficiently to appointments.

Social Services

Little Green Bus continues to have links with Social Service who refer people to our services and who we contact should concerns about individuals warrant it.

5. Our volunteers

Little Green Bus is very privileged in that it benefits from the support and commitment of over 40 volunteers who assist with driving and supporting our passengers thus enabling us to keep our costs as low as possible. We are much indebted to our volunteers without whom Little Green Bus would simply not survive and best endeavours are always made to ensure that our appreciation is shown to our volunteers as well as ensuring that they receive the training and support that they require to successfully carry out their volunteering with us.

6. Achievements and performance

Maintaining a balance between passengers paying fares, accessibility for those of modest means, the encouraging of new passengers and development of new services as well as maintaining a financial balance is an ongoing challenge. Our key financial aim remains a financially sustainable service and we remain very grateful to our funders for their support

7. Our pricing policy

Our pricing policy reflects our strategy of enabling all within our community, whatever their means, to access our services if they need them and are eligible for them.

Dial-a-Ride is charged at £2 each way, trips further afield are charged at £11. Annual membership fees are £20, broken down into twice yearly payments of £10 following passenger feedback. Buses with volunteer drivers are available to local community groups at fair prices and Minibus Driver Awareness Scheme (MiDAS) training is available to individuals and groups at competitive prices.

8. Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the current level of six month's reserves both meets the Charity Commission's S.O.R.P. (Statement of Recommended Practice).

9. Plans for future periods

The strategic plan envisaged a need for continued sustainability which was achieved by 31 March 2017 and continues to be met.

10. Reference and administrative details

Charity number: 1140118
Company number: 7475336
Registered Office: Unit 3 Hawthorn Park,
Upbrooks,
Clitheroe,
Lancs
BB7 1PL

11. Our advisers

Accountant: Wyre Accountancy Services,

12. Directors and Trustees and key personnel

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.

The trustees and officers serving during the year and since the year end were as follows:

Key management personnel Little Green Bus Ltd: Trustees' and Directors

C Cunliffe	(Resigned 2 December 2022)
M Robinson	
R Sherras	
M Sutcliffe	
D Morris	(Resigned 2 December 2022)
S O'Rourke	(Appointed 2 December 2022)
G Scott	(Appointed 2 December 2022)

Key personnel:

Senior manager of Little Green Bus Ltd:

Chief Executive Officer/Manager: D Atkinson

Coordination/Administration personnel Little Green Bus Ltd:

Service Coordination and Training: A Clarke

Finance and Service Coordination: F Byrne

13. Structure, Governance and Management

Governing Document

Little Green Bus Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21 December 2010. It is registered as a charity with the Charity Commission.

Trustee induction and training

New trustees undergo induction to the organisation, its services and funders informing them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction session they meet key employees and passengers by undertaking journeys with them to gain first-hand experience and information regarding the services.

Organisation

The board of trustees, which can have up to six members, administers the charity. The board normally meets quarterly and there are separate responsibilities within the Board for overseeing finance and audit and human resources.

A Chief Executive Officer/Manager is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer/Manager has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and the development of new services as well as bids for grants to support existing and new services.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity.

Any connection between a trustee or senior manager of the charity with a competitor or funder must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Risk management

The trustees have a risk management strategy which comprises:

1. an annual and ongoing review of the principal risks and uncertainties that the charity faces;
2. the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
3. the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Attention has also been focussed on non-financial risks arising from health and safety of passengers. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2022

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Little Green Bus for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure and use of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our accountant

In so far as the trustees are aware at the time of approving our trustees' annual report:

1. there is no relevant information, being information needed by the accountant in connection with preparing their report, of which the company's accountant is unaware, and
2. the trustees, having made enquiries of fellow directors and the charity's accountant that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant financial information and to establish that the accountant is aware of that information.

By order of the board of trustees
M Sutcliffe
2 December 2022

Little Green Bus Limited
Independent Examiners Report to the Trustees of
Little Green Bus Limited
For The Year Ended 31st March 2022

I report on the accounts of the company for the year ended 31st March 2022, which are set out on pages 11 to 17.

Respective responsibilities of Trustees and Independent Examiner

The trustees, who are also the company's directors, are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for the year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. The charity's gross income is less than £250,000.

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

- examine the accounts under section 43 of the 1993 Act
- to follow the procedure laid down in the general directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of the independent examiners report

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

Independent Examiners Report

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

1 which gives me reasonable cause to believe that in any material respect, the requirements:

- a. to keep accounting records in accordance with section 396 of the Companies Act 2006; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

2 December 2022

Little Green Bus Limited

Income & Expenditure Account
For The Year Ended 31st March 2022

	Notes	2022 £	2021 £
INCOME	2		
Charitable Activities	4	165,485	167,343
Donations	3	<u>3,153</u>	<u>840</u>
Total Incoming Resources		168,638	168,183
EXPENDITURE			
Expenditure on Charitable Operations	5	163,318	152,715
NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR		5,320	15,468
RECONCILIATION OF FUNDS			
Total Funds Brought Forwards		332,202	316,734
Total Funds Carried Forwards		<u>£337,522</u> =====	<u>£332,202</u> =====

All income and expenditure derives from continuing operations.

Of this income £Nil (2021: £nil) relates to one off Capital Grants.

The statement of financial activities includes all gains and losses recognised in the year

Little Green Bus Limited

Balance Sheet
At 31st March 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible assets	10	96,377	113,485

CURRENT ASSETS			
Debtors	11	776	643
Cash at bank and in hand		312,116	282,401
		-----	-----
		312,892	250,246
CREDITORS: Amounts falling due within one year	12	71,747	64,327
		-----	-----
NET CURRENT ASSETS		241,145	218,717
		-----	-----
NET ASSETS		£337,522	£332,202
		=====	=====
FUNDS OF THE CHARITY			
Unrestricted Income Funds	page 11	337,522	332,202
		-----	-----
ACCUMULATED FUNDS		£337,522	£332,202
		=====	=====

In approving these financial statements as directors of the company we hereby confirm that:

- a) for the year in question the company was entitled to exemption under section 477(2) of the Companies Act 2006
 - b) no notice has been deposited under section 476 requesting that an audit be conducted for the year ended 31st March 2022; and
 - c) we acknowledge our responsibilities for:
 - i) ensuring that the company keeps accounting records which comply with section 386, and
 - ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit for the financial year then ended in accordance with the requirements of section 393, and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.
- These accounts have been prepared in accordance with the special provisions applicable to the small companies regime.

The accounts were approved by the trustees on 2 December 2022

M Sutcliffe, Chair

The notes on pages 13 to 17 form part of these financial statements

Little Green Bus Limited

Notes to the Accounts
For The Year Ended 31st March 2022

1. ACCOUNTING POLICIES

1a. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting for Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1b. Income recognition policy

Items of income are recognised and included in the accounts when all the following criteria are met:

- The charity has entitlement to the funds
- Any performance conditions attached to the item of income has been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

1c. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid or payable by the bank.

1d. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charities work.

1e. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and that the amount of the obligation can be reliably measured.

1f. Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2022

1g. Tangible Fixed Assets

Fixed assets are shown at historical cost.

Depreciation is provided, after taking account of any grants receivable, at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2022	2021
	%	%
Motor Vehicles	15	15
Equipment	25	25

1h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1i. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or reliably estimated. Creditors and provisions are normally recognised at their settlement amounts after allowing for any trade discounts due.

1j. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The trust is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.00.

3. INCOME FROM DONATIONS

The charity received donations of £3,153 during the year (2021: £840) all of which were gifts without restriction.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2022

4. INCOME FROM CHARITABLE ACTIVITIES

	2022	2021
	£	£
Brokerage	1,200	1,200
Passenger Fares	16,644	2,705
Management Fees	81,096	98,540
Membership Fees	3,890	115
Training	2,885	-
Grants - Income	55,420	64,783
Interest	150	-
	<u>165,485</u>	<u>167,343</u>

During the year the company received Income Grant of £25,167 (2021: £25,167) which related to the following accounting period. This Income has been credited to Accruals & Deferred Income (see note 12).

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	2022	2021
	£	£
Vehicle Costs - Fuel	5,169	1,898
- Insurance	8,718	8,707
- Sundry Vehicle Expenses	230	55
- Vehicle Repairs	9,404	5,529
- Drivers Expenses	260	62
Training Expenses	2,889	-
Rent	15,000	15,000
Heat, Light & Power	1,789	1,683
Repairs & Renewals	266	191
Travel Expenses	64	132
Marketing Costs	47	480
General Insurance	1,071	981
Telephone	1,518	1,881
Sundry Expenses	2,417	2,177
Depreciation	17,108	20,160
Loss/(Profit) on Disposal	-	-
Support costs (Note 6)	95,205	90,217
Governance Costs (Note 6)	<u>2,163</u>	<u>3,572</u>
	<u>163,318</u>	<u>152,715</u>

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2022

6. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	2022 £	2021 £
Support Costs - Staff Salaries and Wages	93,232	88,066
- Office Expenses	<u>1,973</u>	<u>2,151</u>
	<u>95,205</u>	<u>90,217</u>
Governance Costs - Accountancy Fees	2,025	2,695
- Professional Fee	<u>138</u>	<u>877</u>
	<u>2,163</u>	<u>3,572</u>

7. NET INCOME / EXPENDITURE FOR THE YEAR

	2022 £	2021 £
Net Income/Expenditure for the year is stated after charging:		
Accountancy & Professional Fees	2,163	3,572
Depreciation and Amortisation Tangible Assets: Owned	<u>17,108</u>	<u>20,160</u>
and after:		
(Loss)/Profit on disposal of tangible assets	<u>-</u>	<u>-</u>

8. STAFF COSTS

	2022 £	2021 £
Salaries & Wages	70,766	80,028
Pension Costs	7,933	1,987
Social Security Costs	<u>14,533</u>	<u>6,051</u>
	<u>93,232</u>	<u>88,066</u>

No employees had emoluments in excess of £60,000 (2021: Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2021: £Nil) neither were they reimbursed expenses during the year (2021: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £Nil).

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2022

9. STAFF NUMBERS

The average monthly number of full time equivalent employees (including casual and part time staff) during the year was 4.16 (2021: 4.16) all of whom were support staff.

10. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Office Equipment £	Total £
Cost			
At 1st April 2021	231,643	4,202	235,845
Additions	-	-	-
	-----	-----	-----
At 31st March 2022	231,643	4,202	235,845
	-----	-----	-----
Depreciation			
At 1st April 2021	119,016	3,334	122,360
For the year	16,894	214	17,108
	-----	-----	-----
At 31st March 2022	135,910	3,548	139,468
	-----	-----	-----
Net Book Amounts			
At 31st March 2021	£112,627	£ 858	£113,485
	=====	=====	=====
At 31st March 2022	£ 95,733	£ 644	£ 96,377
	-----	-----	-----

11. DEBTORS

	2022 £	2021 £
Trade debtors	276	143
Other debtors	500	500
	-----	-----
	£ 776	£ 643
	=====	=====

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade Creditors	2,608	3,166
Accruals & Deferred Income	28,753	29,119
Tax & Other Social Security Creditors	40,386	32,142
	-----	-----
	£71,747	£64,327
	=====	=====

LITTLE GREEN BUS LTD

England & Wales - Charity number 1140118

Accounts

LITTLE GREEN BUS LIMITED

FINANCIAL ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2021

Wyre Accountancy Services
Accountants & Business Advisors
Lancashire

Little Green Bus Limited

Financial Accounts
For The Year Ended 31st March 2021

DIRECTORS & TRUSTEES

C Cunliffe
M Robinson
R Sherras
M Sutcliffe
D Morris

REGISTERED CHARITY NUMBER

1140118

REGISTERED OFFICE

Unit 3 Hawthorn Industrial Estate
Upbrooks
Clitheroe
Lancashire
BB7 1PL

COMPANY NUMBER

7475336

ACCOUNTANTS

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

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	11	Income & Expenditure Account
	12	Balance Sheet
	13 to 17	Notes to the Accounts

Little Green Bus Limited
Trustees Report
For The Year Ended 31st March 2021

1. Little Green Bus Ltd - Report of the trustees for the year ending 31 March 2021

The trustees are pleased to present their annual directors' report together with the consolidated accounts for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

2. Chair's report

This year has been a successful one, with the services of Little Green Bus proving ever popular and essential to a great number of our members, who without our services, would be prisoners in their own home. Our work with the Lancashire Community Transport Consortium is positive and with our four consortium partners, we have managed to achieve the many targets set by Lancashire County Council.

We believe that the breadth and accessibility of our services will demonstrate without any doubt the public benefit that our work brings to the community. At a time when much focus continues to be placed upon reducing loneliness and isolation by providing access to services, Little Green Bus is at the forefront of developments within the Borough and Lancashire as a whole to ensure that as many people as possible benefit from Community Transport Services.

We are particularly appreciative of our increased financial standard achieved as a direct result of our Chief Executive, Donna Atkinson not only putting Little Green Bus at the Head of the Consortium but also by her continually looking for new opportunities for the organisation.

The work funded by The Big Lottery Reaching Communities, to set up group transport and a volunteer car scheme in one of our surrounding Boroughs, Hyndburn as well as enabling continuous growth of existing services in the Ribble Valley is going very well.

The new buses have enabled us to provide enhanced levels of comfort to our mainly elderly passengers as well as improving our professional image.

In closing, I would like to thank our small team of coordination, admin and finance staff Fiona Byrne, Nigel Billington and Anna Barcroft, without whom it would not have been possible for our CEO to put us in the position that we have achieved by enabling her to spend copious amounts of time managing the consortium contract, bidding for grants and putting community transport firmly on the map locally and regionally, whilst they ensured that the services were maintained to the highest possible standards.

I should also like to thank my fellow Trustees for their time, support and dedication to ensuring that Little Green Bus Limited (Little Green Bus) is managed with the utmost due diligence and commitment to making a real difference to the lives of our passengers.

M Sutcliffe
Chair

3. Our purposes and activities

Mission Statement

To promote social inclusion and wellbeing by providing a safe, accessible, demand responsive and door to door network of transport services to residents of the Ribble Valley and surrounding areas.

Values

To be *inclusive*, recognising the needs of individuals and particularly ensuring that we reach and respect the needs of disadvantaged and under-represented groups.

To reduce social exclusion and promote general wellbeing by enabling passengers to gain access to vital services and social opportunities

To be *innovative*, continually improving the way we work and provide services by incorporating new ideas, information and methods.

To work in *partnership*, adding value to what we do by working with others to build trust, develop mutual understanding and through reciprocal actions to develop social capital.

To strive for *quality*, committing the organisation to improvement and high standards in all aspects of its activities and working environment.

To demonstrate a commitment to *environmental sustainability* by ensuring that as many people as possible use the transport services thus reducing the numbers of cars on the roads.

To be economically aware and committed by ensuring that all resources are used effectively and efficiently.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2021

Objectives

To provide a range of quality, client sensitive, transport services for passengers in and around the Ribble Valley.

by:

- 1 Raising the awareness of services available to all eligible individuals and groups
- 2 Developing and providing accessible services for individuals and groups of passengers

To demonstrate an active commitment towards continuous improvement.

by:

1. Ensuring that all members of staff and volunteers are actively engaged in planning, decision making and implementation of future plans
2. By ensuring that all key stakeholders are aware of our commitment and are given the opportunity to contribute towards plans and decisions

To increase the areas covered by current services.

by:

1. analysing current provision
2. implementing a more effective service that reaches areas of the Ribble Valley and surrounding areas not currently covered by the service
3. Investigating potential additional funding streams to support the commitment to maximising the social inclusion and general wellbeing that passengers experience as a result of the transport services provided

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Little Green Bus relies on grants and the income from fares and charges to cover its operating costs.

Affordability and access to our services is important to us and is reflected in our pricing policy.

4. The services that we provide

Dial-a-Ride

The dial-a-ride services are currently provided for people who are unable to access public transport due to its non-existence or mobility restrictions. Income is derived through support from LCC and from small fares from passengers. This service has grown in popularity over the last few years due to the high standards of customer service provided, which is evidenced in customer satisfaction surveys.

Group Transport

This service has increased over the last few years, with word of mouth recommendation and repeat business being the main marketing points. Little Green Bus has been developing good working relations with local community groups in providing transport services for a variety of reasons.

Educational services

The opportunity to provide services is available through individual ad hoc agreements with schools for curriculum trips to local businesses, sporting activities and extended school activities, a potential growth area as schools endeavour to meet national policy requirements. MiDAS (Minibus Drivers Awareness Scheme) training continues to be provided for teachers who drive school minibuses. Further marketing is needed to make all local schools aware of the services that Little Green Bus can provide.

Health Services

There has been an increasing demand for transport to and from medical appointments and Little Green Bus is ideally placed to meet this demand with clear benefits to all involved parties. The service is valued by patients and doctors and results in better access to services.

The last 12 months has seen us win further grant funding from the local Clinical Commissioning Group for the Access to Services Scheme. It is widely recognized that the benefits to passengers of being able to continue to live independently and get their weekly shopping even though they are displaying signs of illnesses such as dementia are far reaching. Providing access to key medical services via our volunteer car scheme is also believed to result in a reduction in missed appointments and in the take up of the valuable time of health professionals as patients are delivered safely and efficiently to appointments.

Social Services

Little Green Bus continues to have links with Social Service who refer people to our services and who we contact should concerns about individuals warrant it.

5. Our volunteers

Little Green Bus is very privileged in that it benefits from the support and commitment of over 40 volunteers who assist with driving and supporting our passengers thus enabling us to keep our costs as low as possible. We are much indebted to our volunteers without whom Little Green Bus would simply not survive and best endeavours are always made to ensure that our appreciation is shown to our volunteers as well as ensuring that they receive the training and support that they require to successfully carry out their volunteering with us.

6. Achievements and performance

Maintaining a balance between passengers paying fares, accessibility for those of modest means, the encouraging of new passengers and development of new services as well as maintaining a financial balance is an ongoing challenge. Our key financial aim remains a financially sustainable service and we remain very grateful to our funders for their support

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8. Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the current level of six month's reserves both meets the Charity Commission's S.O.R.P. (Statement of Recommended Practice).

9. Plans for future periods

The strategic plan envisaged a need for continued sustainability which was achieved by 31 March 2017 and continues to be met.

10. Reference and administrative details

Charity number: 1140118
Company number: 7475336
Registered Office: Unit 3 Hawthorn Park,
Upbrooks,
Clitheroe,
Lancs
BB7 1PL

11. Our advisers

Accountant: Wyre Accountancy Services,

12. Directors and Trustees and key personnel

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.

The trustees and officers serving during the year and since the year end were as follows:

Key management personnel Little Green Bus Ltd: Trustees' and Directors

M E Sutcliffe
M Robinson
C Cunliffe
R Sherras
D Morris

Key personnel:

Senior manager of Little Green Bus Ltd:

Chief Executive Officer/Manager: D Atkinson

Coordination/Administration personnel Little Green Bus Ltd:

Service Coordination and Training: N Billington
Finance and Service Coordination: F Byrne

13. Structure, Governance and Management

Governing Document

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Trustee induction and training

New trustees undergo induction to the organisation, its services and funders informing them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction session they meet key employees and passengers by undertaking journeys with them to gain first-hand experience and information regarding the services.

Organisation

The board of trustees, which can have up to six members, administers the charity. The board normally meets quarterly and there are separate responsibilities within the Board for overseeing finance and audit and human resources.

A Chief Executive Officer/Manager is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer/Manager has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and the development of new services as well as bids for grants to support existing and new services.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity.

Any connection between a trustee or senior manager of the charity with a competitor or funder must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Risk management

The trustees have a risk management strategy which comprises:

1. an annual and ongoing review of the principal risks and uncertainties that the charity faces;
2. the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
3. the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Attention has also been focussed on non-financial risks arising from health and safety of passengers. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Little Green Bus Limited

Trustees Report (Continued)
For The Year Ended 31st March 2021

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Little Green Bus for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income and expenditure and use of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our accountant

In so far as the trustees are aware at the time of approving our trustees' annual report:

1. there is no relevant information, being information needed by the accountant in connection with preparing their report, of which the company's accountant is unaware, and
2. the trustees, having made enquiries of fellow directors and the charity's accountant that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant financial information and to establish that the accountant is aware of that information.

By order of the board of trustees
M Sutcliffe
28 January 2022

Little Green Bus Limited
Independent Examiners Report to the Trustees of
Little Green Bus Limited
For The Year Ended 31st March 2021

I report on the accounts of the company for the year ended 31st March 2021, which are set out on pages 11 to 17.

Respective responsibilities of Trustees and Independent Examiner

The trustees, who are also the company's directors, are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for the year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. The charity's gross income is less than £250,000.

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

- examine the accounts under section 43 of the 1993 Act
- to follow the procedure laid down in the general directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of the independent examiners report

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

Independent Examiners Report

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

1 which gives me reasonable cause to believe that in any material respect, the requirements:

- a. to keep accounting records in accordance with section 396 of the Companies Act 2006; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Wyre Accountancy Services
Accountants & Business Advisors
4 Brockholes Way
Claughton on Brock
Preston
PR3 0PZ

28 January 2022

Little Green Bus Limited

Income & Expenditure Account
For The Year Ended 31st March 2021

	Notes	2021 £	2020 £
INCOME	2		
Charitable Activities	4	167,343	214,853
Donations	3	840	3,269
Total Incoming Resources		168,183	218,122
EXPENDITURE			
Expenditure on Charitable Operations	5	152,715	178,198
NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR		15,468	39,924
RECONCILIATION OF FUNDS			
Total Funds Brought Forwards		316,734	276,810
Total Funds Carried Forwards		£332,202	£316,734

All income and expenditure derives from continuing operations.

Of this income £Nil (2020: £nil) relates to one off Capital Grants.

The statement of financial activities includes all gains and losses recognised in the year

Little Green Bus Limited

Balance Sheet
At 31st March 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible assets	10	113,485	133,645

CURRENT ASSETS			
Debtors	11	643	5,401
Cash at bank and in hand		282,401	244,845
		-----	-----
		283,044	250,246
CREDITORS: Amounts falling due within one year	12	64,327	67,157
		-----	-----
NET CURRENT ASSETS		218,717	183,089
		-----	-----
NET ASSETS		£332,202	£316,734
		=====	=====
FUNDS OF THE CHARITY			
Unrestricted Income Funds	page 11	332,202	316,734
		-----	-----
ACCUMULATED FUNDS		£332,202	£316,734
		=====	=====

In approving these financial statements as directors of the company we hereby confirm that:

- a) for the year in question the company was entitled to exemption under section 477(2) of the Companies Act 2006
 - b) no notice has been deposited under section 476 requesting that an audit be conducted for the year ended 31st March 2021; and
 - c) we acknowledge our responsibilities for:
 - i) ensuring that the company keeps accounting records which comply with section 386, and
 - ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit for the financial year then ended in accordance with the requirements of section 393, and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.
- These accounts have been prepared in accordance with the special provisions applicable to the small companies regime.

The accounts were approved by the trustees on 28 January 2022

M Sutcliffe, Chair

The notes on pages 13 to 17 form part of these financial statements

Little Green Bus Limited

Notes to the Accounts
For The Year Ended 31st March 2021

1. ACCOUNTING POLICIES

1a. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting for Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1b. Income recognition policy

Items of income are recognised and included in the accounts when all the following criteria are met:

- The charity has entitlement to the funds
- Any performance conditions attached to the item of income has been met or are fully within the control of the charity
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

1c. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally on notification of the interest paid or payable by the bank.

1d. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charities work.

1e. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and that the amount of the obligation can be reliably measured.

1f. Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2021

1g. Tangible Fixed Assets

Fixed assets are shown at historical cost.

Depreciation is provided, after taking account of any grants receivable, at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

	2021	2020
	%	%
Motor Vehicles	15	15
Equipment	25	25

1h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1i. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or reliably estimated. Creditors and provisions are normally recognised at their settlement amounts after allowing for any trade discounts due.

1j. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The trust is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.00.

3. INCOME FROM DONATIONS

The charity received donations of £840 during the year (2020: £3,269) all of which were gifts without restriction.

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2021

4. INCOME FROM CHARITABLE ACTIVITIES

	2021 £	2020 £
Brokerage	1,200	1,200
Passenger Fares	2,705	28,344
Management Fees	98,540	103,665
Membership Fees	115	3,899
Training	-	2,065
Grants - Income	64,783	74,666
Interest	1,014	1,014
	<u>167,343</u>	<u>214,853</u>

During the year the company received Income Grant of £25,167 (2020: £25,167) which related to the following accounting period. This Income has been credited to Accruals & Deferred Income (see note 12).

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	2021 £	2020 £
Vehicle Costs - Fuel	1,898	6,540
- Insurance	8,707	8,672
- Sundry Vehicle Expenses	55	187
- Vehicle Repairs	5,529	10,707
- Drivers Expenses	62	4,417
Training Expenses	-	430
Rent	15,000	14,700
Heat, Light & Power	1,683	1,085
Repairs & Renewals	191	578
Travel Expenses	132	2,897
Marketing Costs	480	720
General Insurance	981	1,181
Telephone	1,881	1,491
Sundry Expenses	2,177	1,338
Depreciation	20,160	23,764
Loss/(Profit) on Disposal	-	-
Support costs (Note 6)	90,217	97,061
Governance Costs (Note 6)	3,572	2,430
	<u>152,715</u>	<u>178,198</u>

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2021

6. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	2021 £	2020 £
Support Costs - Staff Salaries and Wages	88,066	94,861
- Office Expenses	<u>2,151</u>	<u>2,200</u>
	<u>90,217</u>	<u>97,061</u>
Governance Costs - Accountancy Fees	2,695	1,220
- Professional Fee	<u>877</u>	<u>1,210</u>
	<u>3,572</u>	<u>2,430</u>

7. NET INCOME / EXPENDITURE FOR THE YEAR

	2021 £	2020 £
Net Income/Expenditure for the year is stated after charging:		
Accountancy & Professional Fees	3,572	2,430
Depreciation and Amortisation Tangible Assets: Owned	<u>20,160</u>	<u>23,764</u>
and after:		
(Loss)/Profit on disposal of tangible assets	<u>-</u>	<u>-</u>

8. STAFF COSTS

	2021 £	2020 £
Salaries & Wages	80,028	85,948
Pension Costs	1,987	2,553
Social Security Costs	<u>6,051</u>	<u>6,360</u>
	<u>88,066</u>	<u>94,861</u>

No employees had emoluments in excess of £60,000 (2020: Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2020: £Nil) neither were they reimbursed expenses during the year (2020: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2020: £Nil).

Little Green Bus Limited

Notes to the Accounts (continued)
For The Year Ended 31st March 2020

9. STAFF NUMBERS

The average monthly number of full time equivalent employees (including casual and part time staff) during the year was 4.16 (2020: 3.00) all of whom were support staff.

10. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Office Equipment £	Total £
Cost			
At 1st April 2020	231,643	4,202	235,845
Additions	-	-	-
	-----	-----	-----
At 31st March 2021	231,643	4,202	235,845
	-----	-----	-----
Depreciation			
At 1st April 2020	99,141	3,059	102,200
For the year	19,875	285	20,160
	-----	-----	-----
At 31st March 2021	119,016	3,344	122,360
	-----	-----	-----
Net Book Amounts			
At 31st March 2021	£112,627	£ 858	£113,485
	=====	=====	=====
At 31st March 2020	£132,502	£1,143	£133,645
	-----	-----	-----

11. DEBTORS

	2021 £	2020 £
Trade debtors	143	4,901
Other debtors	500	500
	-----	-----
	£ 643	£ 5,401
	=====	=====

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade Creditors	3,166	4,078
Accruals & Deferred Income	29,119	29,901
Tax & Other Social Security Creditors	32,142	33,178
	-----	-----
	£64,327	£67,157
	=====	=====