

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**(A Company Limited by Guarantee)**

**Company No 7562490**

**Registered Charity Number: 1142028**

**Financial Statements**

**Year Ended 31st March 2021**

***Silver & Co***

***Accountants, Taxation***

***& Business Advisors***

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**CONTENTS**

	<b>Page</b>
Report of the Directors	1-5
Report of the Reporting Accountants	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9-21

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**Year Ended 31st March 2021**

**DIRECTORS - EXECUTIVE  
COMMITTEE**

Peter Meehan - Chairman  
Brian Jones - Vice Chair  
Margaret Lomas - Treasurer  
Peter Lindsell - Secretary  
George Lee  
Myfanwy Brady  
Chris Jennison  
Elliot Lynch  
Richard Thomas (resigned 8th September 2020)  
Les Winwood

**SECRETARY**

Peter Lindsell

**REPORTING ACCOUNTANTS**

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

**BANKERS**

Lloyds Bank Plc  
8 High Street  
Bridgnorth  
Shropshire  
WV16 4DN

**SOLICITORS**

**REGISTERED OFFICE**

16, St. John Street  
Bridgnorth  
Shropshire  
WV15 6AG

## **BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**Year Ended 31st March 2021**

### **DIRECTORS ANNUAL REPORT**

The Directors present their report and the independently examined financial statements of the charity for the year ended 31st March 2021. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published on 16 July 2014.

Bridgnorth Community Transport Group is a charitable company incorporated in 2011, limited by guarantee, registered charity number 1142028, registered company number 7562490. The charity is governed by its own memorandum and articles of association.

### **Directors**

The Directors who held office during the year are listed on the schedule of Directors.

### **Principal Activities**

The charity continued to provide a community passenger service within Bridgnorth, Cleobury Mortimer and their surrounding villages.

### **Public Benefit Statement**

There are three main aspects to our work:-

- 1) We use our own wheelchair accessible minibuses to provide regular minibus services into Bridgnorth town from areas that are not adequately served by existing public transport. Current services include a twice weekly service from Claverley to Bridgnorth, weekly services from Cleobury Mortimer, Burwarton and Hampton Loade to Bridgnorth and a monthly service from Alveley to Bridgnorth. Users of these services need to become members of the Group (the annual membership fee is currently £8), and pay a fare for each journey, except that holders of Bus Cards can travel free, the cost of their fares being reimbursed by Shropshire Council.
- 2) We also make our minibuses available to local voluntary groups for transporting their own members. Groups can provide their own (trained) driver or we can provide one of the volunteer drivers if required. Group membership costs £20 and we make a modest mileage charge to cover our operating costs.
- 3) We coordinate the Bridgnorth Voluntary Car Scheme, whose volunteer drivers use their own cars to provide transport for people who don't have reasonable access to a car or public transport for essential journeys such as medical appointments. Customers pay a small mileage charge, which goes towards the expenses incurred by the drivers in providing and operating their cars and Shropshire Council makes a contribution towards these costs too. The scheme is wholly voluntary and is believed to be one of the oldest and largest schemes of its kind in the country.

As a charity, we need to ensure that our activities are undertaken for the public benefit and in developing them we have had regard to the guidance on public benefit issued by the Charity Commission.

## **BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**Year Ended 31st March 2021**

### **DIRECTORS ANNUAL REPORT - Continued**

#### **Achievements and Performance**

As a result of restrictions imposed by HM Government to tackle the coronavirus pandemic, the Group's regular minibus services ceased operating from 25 March 2020. Those passengers who we thought might not have alternative ways to obtain essential supplies were contacted and offered help in finding such support. All forthcoming group hire bookings had by then been cancelled by the groups themselves, as had most voluntary car scheme bookings. However, we were still able to undertake a limited number of essential voluntary car scheme journeys using the few volunteer drivers who were willing to continue providing this key service. Our St John's Street office was closed, with the staff initially working from home, but then furloughed from 1 April under the Government Furlough Scheme.

As at 31st March 2021 (i.e. prior to the pandemic 'lockdown') we had 21 minibus drivers and 14 voluntary car scheme drivers. Not all were able to continue driving for us during the pandemic (not all were needed) but we are most grateful for those who did.

#### **Financial Review**

As of 31 March 2021, our assets comprised cash at the bank, a 13-seat minibus (acquired in February 2017 and financed from the Government's Community Transport Minibus Fund), two 15 seat minibuses (purchased from Shropshire Council) and items of office equipment. £18,000 of the cash at bank is ring-fenced for the purchase or leasing of replacement minibuses.

The maintenance of our minibuses, including regular safety checks, is undertaken by Arch Motor Services and fuel cards (for the purchase of diesel fuel) are provided by UK Fuels.

We rent our office at 16 St John's Street, Bridgnorth and employ the organisation's Operational Manager and Office Administrator. (Both work part-time and share the office responsibilities.)

Despite the pandemic, our finances have remained in a healthy state due to generous support from Shropshire Council and HM Government (see below).

##### **Main Funding Sources**

Our main sources of funding are normally an annual grant from Shropshire Council, membership fees, fares charged to passengers on our regular services, reimbursement by the Council of fares foregone through accepting Bus Cards, subsidies from the Council towards the cost of operating loss-making regular services, fuel duty rebates (Bus Service Operator's Grant), hire charges from member organisations and a contribution from Shropshire Council towards the cost of coordinating the Voluntary Car Scheme.

During the pandemic, as well as continuing to provide their usual grant aid, Shropshire Council have managed to secure 'supplier relief' funding for us. We have needed to furlough staff on both a whole-time and part-time basis at different times and have managed to secure Government funding for this through its Furlough and Job Retention Schemes. The Government have also continued to pay us Bus Service Operator's Grant at a comparable level to previous years.

## **BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**Year Ended 31st March 2021**

### **DIRECTORS ANNUAL REPORT - Continued**

#### **The Coronavirus Pandemic**

The office reopened and the staff returned to work on 1 September 2020, but only for 50% of their normal hours, the cost of the remaining 50% being met through the Government Furlough Scheme. Our regular minibus services recommenced from 15 September but, due to the significant reductions in our vehicles' carrying capacities resulting from the coronavirus restrictions, it was not viable for hiring by voluntary groups to recommence. Voluntary car scheme journeys continued to be provided, although on a much-reduced scale.

Operations during 2020/21 were seriously impacted by the coronavirus pandemic. During this period, we carried 343 passengers on 103 regular minibus services, down from 1,336 passengers on 246 services in 2019/20. We carried 5 passengers on one trip for a local voluntary organisation compared with 2,973 passengers on 236 trips in 2019/20. (In addition, we undertook three journeys with wheelchair passengers and their escorts.)

Voluntary Car Scheme journeys were down to 802 in 2020/21 from 2,773 in 2019/20 and the total number of miles travelled reduced by 40,433 miles, from 64,316 to 23,883. This represents an increase in the average journey length from 23.2 to 29.8 miles. In the last three years, i.e., from 1 April 2018 to 31 March 2021, the average car scheme journey length has increased by 13.3 miles,

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

We are a charitable company limited by guarantee, incorporated on 14 March 2011 and registered as a charity on 23 May 2011. Our articles of Association set out our objectives and powers and how we are governed. In the event of the company being wound up, members may be required to contribute an amount not exceeding £1.

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Executive Committee. Executive Committee members are elected at the Annual General Meeting. Only individual members of the company or persons nominated by our member organisations may stand for election to the Committee and it may in addition co-opt up to two other persons, who do not have to be members of the company, to serve as full voting members of the Committee.

Members of the Executive Committee during the period covered by this report are listed on the charity information page at the beginning of these accounts. The following additional persons have attended meetings as observers, with no voting rights: Kay Kightley (Operation Manager) and Mary Thomas (Office Administrator).

The Executive Committee meets every three months and all members give their time voluntarily and receive no benefits from the charity.

The Operational Manager and Office Administrator are responsible for the day to day operational management of the organisation and they report to, and are guided in their work by, an Operational Sub-Committee appointed by the Executive Committee. The Operational Sub-Committee meets monthly and during the period covered by this report comprised Brian Jones (Vice Chair), Peter Lindsell (Secretary), Margaret Lomas (Treasurer), Myfanwy Brady and Richard Thomas. The Chairman is able to attend meetings of the Sub-Committee on an "ex-officio" basis.

## **BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**Year Ended 31st March 2021**

### **DIRECTORS ANNUAL REPORT - Continued**

#### **Funds held as Custodian Trustee on behalf of others**

There were no custodian funds held on behalf of third parties (2020-£Nil).

#### **Permanent Endowment Invested on a Total Return Basis**

There were no endowment funds invested (2020-£Nil).

#### **Third Party Indemnity Provisions**

There were no provisions for 3rd party indemnity (2020-£Nil).

#### **Financial Instruments**

With the exception of normal trading income and expenses there are no financial instruments.

#### **Research and Development**

The charity does not undertake any recognised research and development.

#### **Director's Responsibilities**

The Directors by company law are responsible for the preparation of the financial statements which give a true and fair view of the state of affairs of the charity. In preparing the financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors 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 hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are also responsible to ensure all directors are up to date with legislation and to ensure the internal control systems are designed to meet the Charity's particular needs and the risks to which it is exposed, to manage those risks and to provide reasonable assurance against misstatement or loss.

#### **Small Company Exemption**

The directors have taken advantage of the exemptions conferred by Part 1 of schedule 477 of the Companies Act 2006 and have done so on the grounds that in their opinion, the company is entitled to those exemptions as a small company.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**Year Ended 31st March 2021**

**DIRECTORS ANNUAL REPORT - Continued**

**Disclosure of Information to the Examiners**

We, the directors/ trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

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

In approving the Directors' Annual Report, we also approve the Strategic Report included therein, in our capacity as company directors.

On behalf of the board

Peter Meehan



Director and Chairman

Date

26 November 2021



**Accountancy Report to the Members on the Unaudited Accounts of**  
**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

We report on the accounts of the 'Bridgnorth Community Transport Group' for the year ended 31st March 2021 which are set out on pages 7 to 21.

**Respective responsibilities of the directors and reporting accountants**

The directors by company law are responsible for the preparation of the accounts. The directors consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

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

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

**Basis of the examiners report**

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

**Independent examiners opinion**

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

1. which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, 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 Charitieshave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Silver & Co Reporting Accountants  
Accountants, Taxation &  
Business Advisors

Date

1st December 2021

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

**BRIDGNORTH COMMUNITY TRANSPORT GROUP****Registered Charity (Number: 1142028)****STATEMENT OF FINANCIAL ACTIVITIES****Year Ended 31st March 2021**

			<b><u>2021</u></b>		<b><u>2020</u></b>
			<b><u>Un-</u></b>		
		<b><u>Restricted</u></b>	<b><u>restricted</u></b>	<b><u>Total</u></b>	<b><u>Total</u></b>
	<b><u>Note</u></b>	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
		<b><u>£</u></b>	<b><u>£</u></b>		
<b>Income from:</b>					
Fares & Hire Charges	4	-	393	393	17,845
Grants, Donations & Other Refunds	2	-	22,793	22,793	36,428
Membership Fees	4	-	887	887	1,524
Fund Raising Events	4	-	-	-	496
Bank Interest	5	-	7	7	12
Other (Covid Support 2021)	4	-	19,243	19,243	-
<b>Total Income</b>		<b>-</b>	<b>43,322</b>	<b>43,322</b>	<b>56,305</b>
<b>Expenditure on:</b>					
Vehicle Expenses	9	-	11,125	11,125	16,959
Drivers' Expenses	9	-	640	640	1,423
Professional Fees	9	-	-	-	-
Accountancy Fees	9	-	830	830	816
Rent & Rates	9	-	1,350	1,350	1,834
Lighting & Heating	9	-	180	180	333
Telephone	9	-	825	825	732
Stationery	9	-	398	398	1,228
Insurance	9	-	476	476	489
Advertising	9	-	-	-	-
Staff Costs	9	-	16,501	16,501	18,600
Training Expenses	9	-	-	-	-
Repairs	9	-	-	-	1,025
Miscellaneous Expenses	9	-	739	739	249
Depreciation	9	-	6,406	6,406	8,541
<b>Total Expenditure</b>		<b>-</b>	<b>39,469</b>	<b>39,469</b>	<b>52,229</b>
<b>Net Income / (Expenditure)</b>		<b>-</b>	<b>3,853</b>	<b>3,853</b>	<b>4,076</b>
Fund Balances brought forward	33	-	59,046	59,046	54,970
Funds Transfer		-	-	-	-
<b>Fund Balances carried forward</b>	<b>33</b>	<b>-</b>	<b>62,899</b>	<b>62,899</b>	<b>59,046</b>

All income and expenditure derive from continuing activities.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

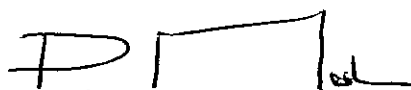
**BALANCE SHEET**

**Year Ended 31st March 2021**

		<u>2021</u>	<u>2020</u>
	<u>Note</u>	<u>Total</u> <u>£</u>	<u>Total</u> <u>£</u>
<b>FIXED ASSETS</b>	19	19,218	25,624
<b>CURRENT ASSETS</b>			
Debtors	23	685	3,807
Cash at Bank and in hand		44,239	31,864
		<hr/> 44,924	<hr/> 35,671
<b>CREDITORS:</b>			
Creditors	25	1,242	2,249
<b>NET ASSETS</b>		<hr/> 62,899	<hr/> 59,046
<b>TOTAL ASSETS</b>			
REPRESENTED BY:			
General Funds	33	62,899	59,046
Restricted Funds	33	-	-
		<hr/> 62,899	<hr/> 59,046

The financial statements were approved and authorised for issue by the Board on.....2021

Signed on behalf of the board of directors



Peter Meehan

Date 26 November 2021

The notes on pages 9 to 21 form part of these financial statements.

Company registration number: 7562490

# **BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

## **NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

### **1. Summary of significant accounting policies**

#### **(a) General information and basis of preparation**

Bridgnorth Community Transport Group is a charitable limited company in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information at the beginning of these financial statements. The nature of the charity's operations and principal activities are to provide a community passenger service within Bridgnorth, Cleobury Mortimer and their surrounding villages.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound (£).

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

The charity adopted SORP (FRS 102) in the current year and an explanation of how transition to SORP (FRS 102) has affected the reported financial position and performance is given in note 42.

#### **b) Funds**

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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

Endowment funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund. Investment management charges and legal advice relating to the fund are charged against the fund.

#### **c) Income Recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

# **BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

## **NOTES TO THE FINANCIAL STATEMENTS - Continued**

**Year Ended 31st March 2021**

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

Gifts in kind donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. Where estimating the fair value is practicable upon receipt it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

The Charity government grants in the year for COVID19 coronavirus £ (2020-£Nil). It has received a gift in kind from the Government in the financial year (2016/17) in the form of a mini bus from the Community Transport Mini bus fund.

Income from the government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

The Charity did not hold any investment income in the year (2020-£Nil). Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS - Continued**

**Year Ended 31st March 2021**

when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Other income includes the conversion of endowment funds into income which arises when capital funds are released to an income fund from expendable endowments or when a charity has authority to adopt a total return approach to its permanent endowment fund. It also includes other income such as gains on disposals of tangible fixed assets.

**d) Expenditure Recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds - none
- Expenditure on charitable activities - none
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

**e) Support Costs Allocation**

Support costs are those that assist the work of the charity under management and administration under the statement of financial activities but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. Premises overheads have been allocated on an actual costs basis and other overheads have been allocated on an equitable basis.

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

The analysis of these costs is included in note 10.

**f) Intangible Assets - Goodwill & Other**

There were no Intangible assets held by the charity (2020-£Nil).



**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS - Continued**

**Year Ended 31st March 2021**

**g) Tangible Fixed Assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Office Equipment - 33.3% Straight Line  
Motor Vehicles - 25% Reducing Balance

**h) Heritage Assets**

There were no heritage assets held by the charity (2020-£Nil).

**i) Investment Properties**

There were no Investment properties held by the charity (2020-£Nil).

**j) Investments**

There were no Investments held by the charity (2020-£Nil).

**k) Stocks**

There were no stocks held by the charity (2020-£Nil).

**l) Debtors & Creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**m) Loans & Borrowings**

The charity did not have any loans or borrowings in the year (2020-£Nil).

**n) Concessionary Loans**

The charity did not have any concessionary loans in the year (2020-£Nil).

**o) Derivatives**

The charity did not have any derivatives in the year (2020-£Nil).

**p) Impairment**

Assets not measured at fair value are reviewed for any indication that the assets may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS - Continued**

**Year Ended 31st March 2021**

**q) Provisions**

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

**r) Leases**

There were no leases.

**s) Foreign currency**

There were no foreign currency transactions within the year.

**t) Employee benefits**

There were no known employee benefits within the year.

**u) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

**v) Going concern**

The financial statements have been prepared on a going basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**w) Judgements and key sources of estimation uncertainty**

There were none in the year (2020-£Nil).



**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

<b>2. <u>Income from donations and legacies</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Gifts	-	-
Donations and Legacies	-	324
Grants	20,720	17,425
Donated Services	-	-
Donated goods for distribution to beneficiaries	-	-
Other	2,073	18,679
	<u>22,793</u>	<u>36,428</u>

Income from donations and legacies was £22,793 (2020-£36,248) of which £Nil (2020-£Nil) was attributable to endowments, £Nil (2020-£Nil) was attributable to restricted and £22,793 (2020-£36,428) was attributable to unrestricted funds.

£20,720 (2020-£17,425) of government grants were received.

**3. Income from charitable activities**

There were no income from charitable activities in the year (2020-£Nil).

**4. Income from other trading activities**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Fund Raising Events	-	496
Fares & Hire Charges	393	17,845
Other	19,243	1,524
	<u>19,635</u>	<u>19,865</u>

Income from other trading activities was £19,635 (2020-£19,865) of which £Nil (2020-£Nil) was attributable to endowments, £Nil (2020-£Nil) was attributable to restricted and £19,635 (2020-£19,865) was attributable to unrestricted funds.

**5. Income from investments**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Dividends - equities	-	-
Interest - fixed interest securities	-	-
Interest - deposits	7	12
Interest - concessionary loans receivable	-	-
Rental income	-	-
Other	-	-
	<u>7</u>	<u>12</u>

Income from investments was £7(2020-£12) of which £Nil (2020-£Nil) was attributable to endowments, £Nil (2020-£Nil) was attributable to restricted and £7 (2020-£12) was attributable to unrestricted funds.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

**6. Other income**

There were no other income in the year (2020-£Nil).

**7. Permanent endowment invested on a total return basis**

There were none in the year (2020-£Nil).

**8. Investment management costs**

There were no investment management costs.

**9. Analysis of expenditure on charitable activities**

	<u>Activities undertaken directly</u> £	<u>Grant funding of activities</u> £	<u>Support Costs</u> £	<u>Total</u> £
Running a community transport service	-	10,862	28,608	39,469
	-	10,862	28,608	39,469

£Nil (2020-£Nil) of the above costs were attributable to endowment funds. £Nil (2020-£Nil) of the above costs were attributable to restricted funds. £39,469 (2020-£52,229) of the above costs were attributable to unrestricted funds.

**10. Allocation of support costs**

	<u>Running a community transport service</u> £	<u>Total</u> £
Governance	17,331	17,331
Depreciation	6,406	6,406
Office Costs	4,132	4,132
Other	739	739
	28,608	28,608

(See note 9 under support costs.)

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

**11. Governance costs**

	<b><u>2021</u></b>	<b><u>2019</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Trustee remuneration	-	-
Trustee expenses	-	-
Consultancy	-	-
Independent examiners remuneration (including expenses and benefits in kind)	830	816
Legal fees	-	-
Support costs	16,501	18,600
Other	-	-
	<hr/> 17,331	<hr/> 19,416 <hr/>

(See note 10 under governance costs.)

**12. Analysis of grants**

There were no grants made to institutions or individuals.

**13. Net income for the year**

Net income is stated after charging:

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Depreciation of tangible fixed assets	6,406	8,541
(Gain)/loss on sale of tangible fixed assets	-	-
Operating lease rentals	-	-
	<hr/>	<hr/>

**14. Independent examiners remuneration**

The independent examiners remuneration amounts to an independent examination fee of £830 (2020-£816).

**15. Trustees' and key management personnel remuneration and expenses**

The trustees neither received nor waived any remuneration during the year (2020-£Nil).

There were no employee benefits within the year (2020-£Nil).

The trustees did not have any expenses reimbursed during the year (2020-£Nil).

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

**16. Staff costs and employee benefits**

The average monthly number of employees and full time equivalent (FTE) during the year was as follows:

	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>
	<u>Number</u>	<u>FTE</u>	<u>Number</u>	<u>FTE</u>
Raising Funds	-	-	-	-
Charitable Activities	-	-	-	-
Governance	2	1	2	1
	<u>2</u>	<u>1</u>	<u>2</u>	<u>1</u>

The total staff costs and employees benefits were as follows:

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Wages and Salaries	16,133	18,111
Social Security	80	345
Defined Contribution Pension Costs	-	-
Defined Benefit Pension Operating Costs	-	-
Other Employee Benefits	-	-
Payroll Fees	288	144
	<u>16,501</u>	<u>18,600</u>

There were no redundancy payments and no staff costs and employee benefits paid by related party.

**17. Interest payable and similar charges**

There was no interest payable within the year (2020-£Nil)

**18. Intangible fixed assets**

There were no intangible fixed assets.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP****Registered Charity (Number: 1142028)****NOTES TO THE FINANCIAL STATEMENTS****Year Ended 31st March 2021****19. Tangible fixed assets**

	<u>Mini Buses</u> <u>£</u>	<u>Office Equipment</u> <u>£</u>	<u>Fixtures &amp; Fittings</u> <u>£</u>	<u>Total</u> <u>£</u>
Cost or valuation:				
At 1st April 2020	105,489	1,069	-	106,558
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluation	-	-	-	-
At 31st March 2021	<u>105,489</u>	<u>1,069</u>	<u>-</u>	<u>106,558</u>
Depreciation:				
At 1st April 2020	79,865	1,069	-	80,934
Charge for the year	6,406	-	-	6,406
Impairment	-	-	-	-
Revaluation	-	-	-	-
Eliminated on disposals	-	-	-	-
At 31st March 2021	<u>86,271</u>	<u>1,069</u>	<u>-</u>	<u>87,340</u>
Net book value:				
At 31st March 2021	<u>19,218</u>	<u>-</u>	<u>-</u>	<u>19,218</u>
At 31st March 2020	<u>25,624</u>	<u>-</u>	<u>-</u>	<u>25,624</u>

There were no land and buildings held.

There were no borrowing costs within the year.

There were no assets held under finance leases

Tangible fixed assets with a net book value of £19,218 (2020-£25,624) have not been pledged as security for liabilities of the charity.

**20. Heritage assets**

There were no heritage assets.

**21. Fixed asset investments**

There were no fixed asset investments.

**22. Stocks**

There were no stocks.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

**23. Debtors**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Trade debtors		283
Other	685	3,524
	<u>685</u>	<u>3,807</u>

**24. Current asset investments**

There were no current asset investments.

**25. Creditors: amounts falling due within one year**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Trade Creditors	407	1,352
Other Tax and Social Security	5	81
Other Creditors	-	-
Accruals and Deferred Income	830	816
	<u>1,242</u>	<u>2,249</u>

**26. Creditors: amounts falling due after more than one year**

There were no creditors falling due after more than one year.

**27. Leases**

There were no finance leases.

There were no operating leases.

**28. Concessionary loans receivable/ payable**

There were no concessionary loans.

**29. Deferred income**

There were no deferred income.

**30. Accrued funding commitments**

There were no accrued funding commitments.

**31. Provisions for liabilities**

There were no provisions for liabilities other than in creditors.

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

**32. Contingent liabilities/ assets**

There were no contingent liabilities/ assets.

**33. Fund reconciliation**

Unrestricted funds	<u>Balance at</u> <u>Start</u> <u>£</u>	<u>Income</u> <u>£</u>	<u>Expenditure</u> <u>£</u>	<u>Transfers</u> <u>£</u>	<u>Gains/</u> <u>(losses)</u> <u>£</u>	<u>Balance at</u> <u>end date</u> <u>£</u>
Restricted		-	-	-	-	-
Unrestricted	59,046	43,322	(39,469)	-	3,853	62,899
	<u>59,046</u>	<u>43,322</u>	<u>(39,469)</u>	<u>-</u>	<u>3,853</u>	<u>62,899</u>

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

	<u>Unrestricted</u> <u>funds</u> <u>£</u>	<u>Designated</u> <u>funds</u> <u>£</u>	<u>Restricted</u> <u>funds</u> <u>£</u>	<u>Endowment</u> <u>funds</u> <u>£</u>	<u>Total</u> <u>£</u>
Fixed Assets	19,218	-	-	-	19,218
Cash and current investments	44,239	-	-	-	44,239
Other current assets	685	-	-	-	685
Other current liabilities	(1,242)	-	-	-	(1,242)
	<u>62,899</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>62,899</u>

**35. Reconciliation of net income/(expenditure) to net cash flow from operating activities**

There was nothing to report at this level of turnover.

**36. Pensions and other post-retirement benefits**

There were no pensions and other post-retirement benefits.

**37. Financial commitments**

There were no financial commitments.

**38. Events after the end of the period**

There were no events after the end of the period.

**39. Off-balance sheet arrangements**

There were no off-balance sheet arrangements.

**40. Related party transactions**

There are no related party transactions during the period (2019-£Nil).

**BRIDGNORTH COMMUNITY TRANSPORT GROUP**

**Registered Charity (Number: 1142028)**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31st March 2021**

**41. Financial instruments**

There were no financial instruments.

**42. First-time adoption of SORP (FRS 102)**

The charity adopted the SORP (FRS 102) for the first time in the year ended 31st March 2016.

There were no changes as a result.