

Company Registered number: 07800298
Charity number: 1146311

South East Dorset Community Accessible Transport

Annual report and financial statements

31 March 2021

South East Dorset Community Accessible Transport

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For the year ended 31 March 2021

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South East Dorset Community Accessible Transport

**Legal and administrative details
For the year ended 31 March 2021**

**Charity trustees:
(Directors)**

Hazel Walker – (Chair)
Paul Payne
Roger Strong
Caroline King
Martin Davies
Phillip Tarrant
Judith Bacon
Vivienne Aird
Michael Wood

Company number

07800298

Charity number

1146311

Registered office

Castlepoint Shopmobility
Castle Lane West
Bournemouth
BH8 9XA

Operational offices

Castlepoint Shopmobility
Castle Lane West
Bournemouth
BH8 9XA

Independent examiners

Saffery Champness LLP
Midland House
2 Poole Road
Bournemouth
Dorset
BH2 5QY

Bankers

Co-operative Bank

South East Dorset Community Accessible Transport

Legal and administrative details For the year ended 31 March 2021

Staff	Natascha McAllister	Chief Officer (appointed 31 August 2021)
	Suzanne Leighton	Chief Officer (resigned 31 August 2021)
	Judith Thorpe	Administrator/ Assistant
	Kim Martin	Assistant/ Booking clerk
	Ruth Haigh	Assistant/ Booking clerk
	Nick Farley	Driver/ Support staff
	Alan Leeland	Casual Driver
	Michael Odey	Casual Driver
	Adrian Bramley	Casual Driver
	Sam Sansome	Casual Driver

We are of course indebted to the volunteers who give their time so willingly to enable **sedcat** to offer its services.

South East Dorset Community Accessible Transport

Annual report of the Trustees For the year ended 31 March 2021

The Trustees present their report, together with the accounts for the year to 31 March 2021.

Structure and governance

sedcat was set up in April 2012. Prior to that Community Transport had been run by Bournemouth Council for Voluntary Service (BCVS). The trustees of BCVS felt that the service would be better suited to be a standalone charity in its own right and steps were taken during 2011/12 to enable the setting up of **sedcat**. Some of the BCVS trustees became trustees of **sedcat**. On 1 April 2012 all the staff that had worked for Community Transport under BCVS were transferred (TUPE) to the new charity and the services continued as before. Funds were also transferred at that time.

sedcat is both a registered charity and a company limited by guarantee, and the directors for both are the same.

sedcat is governed by the Memorandum and articles of Association dated 15 September 2011.

The service is one available to anyone who is unable to use public transport due to disability etc.

The local authority (Bournemouth Borough Council) provided funding under a contract for the services while part of BCVS and Bournemouth Borough Council agreed that the contract and funding be continued with **sedcat**.

The Board of Trustees currently has 8 members and meets at least 3 times a year. There is 1 vacancy on the Board.

Three places on the Board are retained for co-opted members who are recruited for specific skills. Those who are interested in becoming co-opted members of the Board are invited to visit the charity and to learn about its work. They are then interviewed to ensure their suitability for office. If successful they are invited to observe a Board meeting before being formally nominated and voted on to the Board.

Members of the Board are nominated and elected by the membership at the Annual General Meeting. Currently, one third of the directors retires each year by rotation and is eligible for re-election.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed. Where appropriate systems or procedures have been established to mitigate any impact they may have on the charity. Risks are minimised by the implementation of internal control procedures for authorisation of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the premises. These procedures are regularly reviewed to ensure they continue to meet the needs of the charity. The trustees have considered the risks presented by the COVID19 pandemic and the potential impact on the charity and this is further addressed under 'Plans for the future'. The trustees will take all necessary action to protect the charity and minimise impact on the services.

Charitable Objectives

To provide transport facilities in Bournemouth and surrounding areas for people who have special need of such facilities because of age, sickness or disability (mental or physical), poverty, people with young children, or those living in isolated areas where there are no adequate public transport facilities and others socially excluded from society (being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community).

South East Dorset Community Accessible Transport

Annual report of the Trustees For the year ended 31 March 2021

Public Benefit Statement

In considering its future strategy, aims and objectives, the charity trustees have paid due regard to the Charity Commission's guidance on Public Benefit. The trustees are satisfied that through its primary activities the charity provides identifiable benefits consistent with its charitable objects. The trustees do not consider that these activities produce any identifiable detriment or harm. The trustees are satisfied that any private benefit is incidental to its public benefit activity.

Aims

sedcat has four overall aims to achieve its vision and mission; -

1. Provide affordable fully accessible transport in Bournemouth and surrounding areas
2. Regularly review the local demand for accessible transport and where possible operate and support services to meet it
3. To take a strategic lead to further the development and provision of accessible transport services in the local area
4. Act as a voice on behalf of local service users, community groups and voluntary and charitable organisations requiring accessible transport

Achievements and performance

The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global pandemic" on the 11 March 2020 impacted the charity in various ways throughout the whole of 2020 and continues to have an effect in 2021.

Travel restrictions came into force and the beneficiaries 'members' were mostly assigned 'at risk' status. All services were temporarily suspended from the 23rd March 2020 and four part-time members of staff, 1 sessional project worker and 4 'casual' workers were 'furloughed' under the Government Job Retention Scheme. The charity immediately sought to identify and offer help with getting shopping/medicines to isolated members not able to access other help locally. A 'Shop and Drop' service was introduced on 25th March for vulnerable members with help from volunteers and those staff not 'furloughed'.

The following measures have been taken by the charity to protect resources and retain services into 2020 and beyond: -

- 4 Part time, 1 sessional worker and 4 casual workers have been 'furloughed' under the Government Job Retention Scheme.
- COVID-19 emergency grants have been applied for from the community and from The Lottery.
- COVID-19 recovery grants have been sought.
- Meetings with Trustees and senior Management to take place twice a month initially or more often as required.
- All activities and services risk assessed and reviewed on a regular basis throughout the pandemic.
- Cutbacks in expenditure have been maintained as far as possible.
- Regular communication to be maintained with members, stakeholders and the wider community.
- An awareness of the need to identify any further opportunities of paid work available to the charity

In light of the current uncertainties our finance team have provided more frequent financial updates to the Trustees who have assessed the potential financial implications of the pandemic for 2021 and beyond. We have assessed that the Charity has sufficient resources to allow it to continue in operation.

South East Dorset Community Accessible Transport

Annual report of the Trustees For the year ended 31 March 2021

The 'Not for Profit' services have a high proportion of older staff and volunteers. The generation of income has been badly affected during 2020/21 with an 80% reduction in usage on some services throughout the period. **sedcat** has received support from the following funders and is extremely grateful for the help received during this difficult period: -

Dorset Community Foundation
Talbot Village Trust
The Valentine Trust
Legal and General supported by CAF
The Stanley Hunt Trust
Tesco (Groundwork UK)
Co-op Communities
Aviva
The National Lottery
Asda

The charity applied for discretionary funding from BCP council under the Government's COVID-19 Additional restrictions Grant, for the loss of Shopmobility income, a service which supports the disabled leisure industry across BCP. This was refused.

BAT BUS

Currently there are three Section 19 vehicles in service and registered to **sedcat** including a 2018 Fiat Ducato provided by the Department for Transport Minibus Fund which came into service during 2018. Shopping trips are scheduled to run 4 days a week to Castlepoint and Sovereign Centre shopping venues, a monthly trip to Wimborne Town Centre and twice weekly 'mini trips' run to local places of interest with outside seating. The COVID-19 pandemic has impacted heavily on the provision of these services during 2020/21 and it has only been possible to offer the transport when government guidelines have allowed. The provision of secure parking for 2 vehicles is provided by the Sovereign Centre at Boscombe and 2 drivers are permitted to park free of charge whilst working.

The BAT bus shopping service was re-introduced in July 2020 as government restrictions were eased. All services were further risk assessed in line with COVID-19 guidelines and new requirements on wearing of masks, use of on-board hand gels and maintaining a 2-metre social distancing were introduced. Payment by phone when booking transport has minimised hand to hand contact between passenger and driver.

The social trips addressing loneliness and isolation had to be suspended however demand from service users for some type of limited social interaction and an escape from the home saw the introduction of outdoor 'mini trips' in August 2020. The growing severity of the virus curbed all social trips from November onwards. 180 passenger journeys 'mini trips' took place between Apr 20 –Mar 21

In total 747 passenger journeys were made in 2020/21 (2019/20: 6032).

BUDDIES ON THE BUS PROJECT

sedcat have been funded for a period of 2 years by People's Health trust using money raised through The Health Lottery in the Southwest to deliver the project 'Buddies on the Bus' to help alleviate loneliness and isolation amongst older men in the local area. The project encourages older men to take part in trips and activities to increase social opportunities, make ties and help to shape and develop the project. Funding was due to end in October 2020, but the funding period has been extended to July 2021 to allow for the project to resume and reach intended outcomes.

South East Dorset Community Accessible Transport

Annual report of the Trustees For the year ended 31 March 2021

HOSPITAL HOP

The Section 19 Hospital Hop Service was introduced in May 2017 to address poor provision of accessible transport to local hospitals. Wheelchair accessible MPV transport to Bournemouth & Christchurch Hospitals is offered to registered service-users during weekday afternoons. During the pandemic, 1217 passenger journeys were made in 2020/21 (2019/20: 1719).

sedcat continued to operate the Hospital Hop service for essential medical appointments, risk assessing and applying safety measures including a sealed bulkhead screen between driver and passenger and providing basic PPE and driver training at Royal Bournemouth Hospital. Weekly rapid testing has been available to drivers from mid-February 2021 through BCP council and drivers continue to be tested.

The MPV was helpful to both RBH and Poole Hospitals from April to July in transporting hospital patients' home and others to and from pre-operative COVID-19 tests. Bookings came directly from the hospitals and included requests to transport a few staff between sites. Funding was given to **sedcat** by Dorset Community Foundation and Talbot Village Trust to help the NHS and therefore no charge was made to the NHS. 67 journeys were requested by RBH & Poole Hospitals in the period April-July 2020.

During this period, most car schemes across Dorset stopped operating due to withdrawal of volunteers and therefore with help from some National Emergencies funding, **sedcat** was able to step up and offer transport to medical appointments across BCP and East Dorset areas demonstrating the importance of the service in enabling people to continue to access key services. In total 98 passenger journeys were made from areas outside of Bournemouth Apr- Dec 2020.

SHOPMOBILITY

Based at Castlepoint Shopping Park on the east side of Bournemouth, Shopmobility hires battery operated scooters, power wheelchairs and push wheelchairs to people who need them. In the year 2020/21, Shopmobility hired 118 vehicles (2019/20: 897 vehicles). In addition, vehicles were hired on a long loan (longer than 1 day) totalling 354 days (2019/20: 620 days).

A decision was taken by the Board to withdraw the service at Boscombe Sovereign Centre from 1 April 2018 due to rising costs and declining usage. It was felt that the charity did not have the necessary financial resources at that time to continue to support 2 Shopmobility bases within Bournemouth the Boscombe unit was closed on 31 March 2018.

The current Shopmobility unit at Castlepoint Shopping Park will be replaced by a new purpose -built property within the ground floor car park of Castlepoint Shopmobility. **sedcat** will sign a new peppercorn lease with the Landlords of Castlepoint and occupy the new building in May 2021.

SOCIAL CAR SCHEME

The Social Car Scheme offers a door-to-door service by volunteers using their own cars, and in 2020/21, 596 (2019/20: 4801) journeys were made. Volunteers are repaid for their mileage at the current HMRC agreed rate of 45p per mile. Clients are charged based on their mileage.

Two thirds of volunteer drivers withdrew their service at the start of the pandemic and 50% have not returned in 2021 which has left a gap to fill. **sedcat** is registered with Community Action Network and Dorset Community Action and will use these resources to help recruit new volunteers as well as promoting opportunities whenever possible. The demand for social journeys ceased during 2020 as clubs closed and groups could not meet. As the restrictions ease, it is anticipated that demand will return.

South East Dorset Community Accessible Transport

Annual report of the Trustees For the year ended 31 March 2021

Use of volunteers

sedcat values the people who volunteer their time and experience. All volunteers are interviewed, and appropriate DBS checks are undertaken, along with personal references. Most of the volunteers provide car journeys under the Social Car Scheme, so additional checks are made regarding suitability of car, insurance, driving licence etc. Other volunteers are deployed in the offices at Shopmobility, and they undertake a range of activities including general office work, loans etc.

Ensuring that services remain relevant and accessible to the public

All **sedcat** services are promoted widely using a varied range of media, outlets, displays etc. **sedcat** undertakes surveys among their clients, and actively promotes feedback and complaints from users. We strive to meet current need as well as identifying gaps in services. **sedcat** is a member of the CTA (Community Transport Association) and one of the providers of community transport services that fulfil a social purpose and community benefit. The CTA provide their members with new ways and opportunities to develop community led solutions that will improve access and inclusion within transport and **sedcat** actively engages with other members to share and learn from best practice.

A donation from a Trustee in 2020 to help improve the company website resulted in a new site built by Omnisector Ltd, which has helped to promote the business and provide the possibility of improving functional booking systems in the future.

The charity has further engaged with Omnisector Ltd to report on the value and benefits of the services and this report is available on the **sedcat** website. The report points to considerable benefits for individuals, stakeholders and the wider community and recommendations will inform plans for 2021.

Identify gaps in service

The organisation is guided by its charitable objectives and services are measured for mission impact and value to beneficiaries.

There continues to be a gap in the need for a Shopmobility base in Bournemouth Town Centre and we continue to push this need with the Local Authority and other funding sources. **sedcat** has liaised with other agencies such as Access Dorset to give this a higher profile than it currently has and will continue to do so in the future despite the current economic climate.

Plans for the future

It is recognised within the charity that operational resilience to respond, adapt and develop must be maintained for the future whilst working within the constraints of the virus, tight regulation and resources. The following priorities prevail: -

1. To build on capacity to deliver services to meet the needs of individuals, groups and organisations to help achieve our stated outcomes.
2. **sedcat** will continue to develop projects that help reduce social isolation and loneliness amongst specific groups of people and measure outcomes.
3. To improve evaluation of services, for measurement of quality and improvement of services.
4. To develop the Hospital Hop provision in Poole.
5. To develop Shopmobility outreach services where there is an identified need.
6. To develop partnerships with voluntary and other Health and Social care services where there is a need for accessible transport.
7. There is a need to recruit additional voluntary drivers to provide unmet community car need.
8. To ensure an even spread of services across the whole of the BCP conurbation.

South East Dorset Community Accessible Transport

Annual report of the Trustees For the year ended 31 March 2021

Financial review

BCP Council provide some funding to **sedcat**, namely towards the BAT bus, Boscombe Shopmobility and Social Car Scheme. In addition, Castlepoint Shopmobility receives a small grant from the Castlepoint Management /tenants and this includes costs for a service on Saturdays. The Castlepoint landlords also provide a serviced office space at a peppercorn rent. The Charity recognise that additional funds need to be raised, and this is done by a combination of fundraising, donations and client charges.

The overall legal responsibility for **sedcat** rests with trustees (who are also directors of **sedcat** for the purposes of company law). The current board members will be eligible to stand for re-election and there is a further vacancy for a new trustee.

Reserves policy

In line with the Charity Commission advice **sedcat** has a reserves policy to ensure viability beyond the immediate future and to provide continuity of service over the longer term. Unspent money is allocated to 2 different types of fund in the accounts - designated and unrestricted. **sedcat** is particularly aware of the need to cover contingency liabilities such as gaps in funding streams, cash flow and meeting the redundancy payments to staff in the event that the services come to an end, or that **sedcat** itself should be forced to close. At the year-end unrestricted reserves were £67,722 (2020: £53,587) of which an amount of £36,000 is designated to redundancy costs and other liabilities in the event of closure.

Trustee's responsibility

We are required under Company Law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit for that period. In preparing these financial statements we are required to; -

- Select suitable accounting policies and apply them consistently
- Make reasonable and prudent judgements and estimates
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to be in business

We are responsible for

- Keeping proper accounting records
- Safeguarding the company's assets
- Taking reasonable steps for the prevention and detection of fraud

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

This report was approved by the Board on

Hazel Walker
Chairman

South East Dorset Community Accessible Transport

Independent examiners' report for the year to 31 March 2021

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 10 to 19.

Respective responsibilities of trustees and examiner

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 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 examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

N Fernyhough

For and on behalf of

Saffery Champness LLP Chartered Accountants

Midland House

2 Poole Road

Bournemouth

BH2 5QY

South East Dorset Community Accessible Transport

Statement of financial activities For the year to 31 March 2021

	Notes	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Income from:					
Donations	2	1,015	-	1,015	1,512
Activities for raising funds	4	907	-	907	1,734
Charitable activities	3	21,651	146,545	168,196	149,481
Total income		23,573	146,545	170,118	152,727
Expenditure on:					
Charitable activities	5	9,346	144,026	153,372	176,173
Total resources expended	6	9,346	144,026	153,372	176,173
Net income expenditure		14,227	2,519	16,746	(23,446)
Transfers		(92)	92	-	
Net movement in funds		14,135	2,611	16,746	(23,446)
Total funds at 1 April 2020		53,587	22,580	76,167	99,613
Total funds at 31 March 2021		67,722	25,191	92,913	76,167

South East Dorset Community Accessible Transport

Balance sheet As at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible fixed assets	8	13,660	23,580
Current assets			
Stock		150	7
Debtors and prepayments	9	6,530	15,181
Cash at bank, Building Society and in hand		87,650	52,647
		94,330	67,835
Creditors – amounts falling due with one year			
Creditors and accruals	10	15,077	15,248
Net current assets		79,253	52,587
Net assets		92,913	76,167
Funds			
Unrestricted	12	67,722	53,587
Restricted	11	25,191	22,580
		92,913	76,167

In preparing these financial statements:

- The directors are of the opinion that the charitable company is entitled to exemption from audit conferred by Section 477 of the Companies Act 2006.
- No notice has been deposited under Section 476 of the Companies Act 2006, and
- The director acknowledges her responsibilities for:
 - ensuring the company keeps accounting records which comply with sections 386 and 387 of the Companies Act 2006, 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 or loss for the financial year in accordance with the requirements of Section 394 and 395 of the Companies Act 2006.

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

The financial statements were approved by the board of directors on and signed on their behalf by:

Hazel Walker

Company Registration Number: 07800298

The notes on pages 12 to 19 form part of these financial statements

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

1 Accounting policies

a) Basis of accounting

The financial statements have been prepared under the historical cost convention, with the exception of listed investments which are included at their market value. 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) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and Charities Act 2011.

South East Dorset Community Accessible Transport constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

b) Cashflow statement

The charity has taken the exemption provided in Update Bulletin 1 updating Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) allowing small charities not to prepare a cash flow statement.

c) Voluntary income

Donations represent voluntary amounts received during the period.

d) Grants receivable

Income from grants is included in the accounts in the year of receipt, with adjustments for amounts received in advance being carried forward as deferred funding.

e) Expenditure

All expenditure is classified under the Charity's principal categories of charitable and other expenditure and by the type of expense.

f) Operating leases

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the income and expenditure account as incurred.

Notes to the accounts

For the year ended 31 March 2021

g) Fund accounting

General unrestricted funds comprise the accumulated surplus or deficit on income and expenditure account. They are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

Restricted funds are funds subject to specific restricted conditions imposed by donors.

Designated funds are funds which have been set aside at the discretion of the Trustees for specific purposes.

h) Tangible fixed assets

Expenditure on fixed assets for use by the Charity is capitalised.

Depreciation is charged at the following rates:

Equipment	straight line over expected period of use
Vehicles	straight line over expected period of use

i) Taxation

The Charity is not liable to direct taxation (Income Tax) on its income as it falls within the various exemptions available to registered charities.

The Charity is not registered for Value Added Tax (VAT) and is therefore unable to reclaim any input tax it suffers on its purchases. Expenditure in the Accounts is therefore shown inclusive of VAT where appropriate.

j) Stock

Stock of stationery is valued at the lower of cost and net realisable value.

k) Financial instruments

The charity has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised initially in the accounts at transaction price, including any transaction costs. At the end of each accounting period, basic financial instruments are recognised at amortised cost. For debt instruments this is calculated using the effective interest rate method.

l) Reserves policy

The charity's reserves policy is in line with the Charity Commission advice to ensure viability beyond the immediate future and to provide continuity of service over the longer term. **Sedcat** is particularly aware of the need to cover contingency liabilities such as leases, loans and redundancy payments to staff in the event that the services come to an end, or that **sedcat** itself should be forced to close.

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

m) Pension scheme

Employer contributions to the South East Dorset Community Accessible Transport Personal Pension Plan, employees' personal pensions and other agreed schemes are charged to the Statement of Financial Expenditure as incurred in the accounting year.

n) Critical estimates and judgements and key courses of estimation uncertainty

In the application of the Charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision effects both current and future periods.

2 Voluntary income

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	2021	£	£	2020
	£	£	£	£	£	£
Bournemouth Accessible Transport	193	-	193	171	-	171
Social Car Fund	685	-	685	-	-	-
General donations	137	-	137	841	500	1,341
	<u>1,015</u>	<u>-</u>	<u>1,015</u>	<u>1,012</u>	<u>500</u>	<u>1,512</u>

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

3 Incoming resources from charitable activities

	Unrestricted	Restricted	Total 2021	Unrestricted	Restricted	Total 2020
	£	£	£	£	£	£
Social Car Scheme						
Grants	-	36,008	36,008	-	19,571	19,571
Fees	4,811	-	4,811	20,980	-	20,980
Bournemouth Accessible Transport (BAT)						
Bournemouth Council	-	37,791	37,791	-	37,791	37,791
Health Trust Grant	-	2,390	2,390	-	13,719	13,719
Other Grants	-	45,573	45,573	-	-	-
Membership fees	3,476	-	3,476	3,802	-	3,802
Fares	8,067	-	8,067	23,144	-	23,144
Fuel Rebate	1,661	-	1,661	1,277	-	1,277
Castlepoint Shopmobility						
Tenants & Landlord contribution	-	24,783	24,783	-	18,122	18,122
Visitor and longer loan hire	1,768	-	1,768	5,380	-	5,380
Membership	691	-	691	1,606	-	1,606
Other income	1,045	-	1,045	2,924	-	2,924
Trade income	132	-	132	1,165	-	1,165
Total	21,651	146,545	168,196	60,278	89,203	149,181

4 Incoming resources from activities for generating funds

	Total 2021 £	Total 2020 £
Castlepoint Shopmobility – fundraising	28	1,192
Social Car Scheme - fundraising	488	10
Bournemouth Accessible Transport	391	532
	907	1,734

Incoming resources from activities for generating funds were unrestricted in both years.

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

5 Costs of charitable activities

	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
Staff costs	5,349	100,445	105,794	33,113	70,560	103,673
Staff training	15	-	15	295	-	295
Volunteer expenses	8	1,685	1,693	17,899	88	17,987
Post & stationery	-	2,085	2,085	1,429	1,020	2,449
Subscriptions	18	372	390	2,142	229	2,371
Telephone	-	2,699	2,699	50	2,939	2,989
Insurance	-	1,303	1,303	1,331	172	1,503
Advertising	-	1,579	1,579	361	615	976
Vehicle hire	-	78	78	156	2,695	2,851
Vehicle expenses	-	10,780	10,780	7,599	6,010	13,609
Depreciation	760	12,069	12,829	6,571	11,781	18,352
Office equipment	-	1,256	1,256	293	-	293
Recruitment	24	-	24	86	-	86
Rates	-	455	455	90	450	540
Refreshments	66	-	66	264	-	264
Premises expenses	-	102	102	160	193	353
Bank charges	459	-	459	495	4	499
Cleaning	-	1,482	1,482	175	-	175
IT support	-	974	974	170	255	425
Central support costs	-	3,432	3,432	2,695	-	2,695
Trade equipment	106	-	106	1,068	-	1,068
Sundry expenses	2,401	-	2,401	221	699	920
Bad Debt	140	-	140	-	-	-
Accountancy	-	3,230	3,230	1,200	600	1,800
	<u>9,346</u>	<u>144,026</u>	<u>153,372</u>	<u>77,863</u>	<u>98,310</u>	<u>176,173</u>

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

6 Total resources expended by activity

	Unrestricted	Restricted	Total 2021	Unrestricted	Restricted	Total 2020
	£	£	£	£	£	£
Social Car scheme	2,723	33,638	36,361	28,150	21,728	49,878
Bournemouth Accessible Transport (BAT)	532	69,261	69,793	33,987	46,679	80,666
Castlepoint Shopmobility	6,091	29,054	34,145	15,726	18,122	33,848
BAT - Department of Transport minibuses	-	12,073	12,073	-	11,781	11,781
	<u>9,346</u>	<u>144,026</u>	<u>153,372</u>	<u>77,863</u>	<u>98,310</u>	<u>176,173</u>

7 Staff costs

	2021 £	2020 £
Salaries, NIC and pensions	105,537	102,820
Staff expenses	257	853
Staff training	15	295
	<u>105,809</u>	<u>103,968</u>

Included in the above are social security costs of £3,242 (2020: £3,476).

The average number of employees during the year was 12 (2020: 13).

No employees received emoluments in excess of £60,000 in the period (2020: none).

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

8 Tangible fixed assets

	Equipment £	Vehicles £	Total £
Cost			
1 April 2020	6,368	97,646	104,014
Additions	659	2,250	2,909
Disposals	-	-	-
31 March 2021	7,027	99,896	106,923
Depreciation			
1 April 2020	6,088	74,346	80,434
Charge for the period	209	12,620	12,829
On disposals	-	-	-
31 March 2021	6,297	86,966	93,263
Net Book Value			
31 March 2021	730	12,930	13,660
31 March 2020	280	23,300	23,580

9 Debtors and prepayments

	2021 £	2020 £
Outstanding project income	235	2,143
Other debtors	6,295	13,038
	6,530	15,181

10 Creditors and accruals

	2021 £	2020 £
Accruals and deferred income	14,185	13,916
PAYE creditor	892	1,332
	15,077	15,248

All creditors are due within one year.

South East Dorset Community Accessible Transport

Notes to the accounts

For the year ended 31 March 2021

11 Restricted funds

Current year

	01/04/20	Incoming	Outgoing	Transfer	31/03/21
	£	£	£	£	£
Social Car Scheme	(1,657)	36,008	33,638	-	713
Boscombe Shopmobility	(92)	-	-	92	-)
Castlepoint Shopmobility	-	24,783	29,054	-	(4,271)
Bournemouth Accessible Transport (BAT)	4,831	85,754	69,261	-	21,324
BAT - Department for Transport Minibus	19,498	-	12,073	-	7,425
	<u>22,580</u>	<u>146,545</u>	<u>144,026</u>	<u>92</u>	<u>25,191</u>

Restricted funds in deficit above continue to be funded post year-end.

Prior year

	01/04/19	Incoming	Outgoing	Transfer	31/03/20
	£	£	£	£	£
Social Car Scheme	-	20,071	21,728	-	(1,657)
Boscombe Shopmobility	(92)	-	-	-	(92)
Castlepoint Shopmobility	-	18,122	18,122	-	-
Bournemouth Accessible Transport (BAT)	-	51,510	46,679	-	4,831
BAT - Department for Transport Minibus	31,279	-	11,781	-	19,498
	<u>31,187</u>	<u>89,703</u>	<u>98,310</u>	<u>-</u>	<u>22,580</u>

12 Unrestricted funds

	2021	2020
	£	£
Designated funds		
Funds set aside to protect against the loss of currently funded projects	4,271	1,749
Funds set aside for redundancy costs and other liabilities in the event of closure	36,000	34,000
General unrestricted funds	27,451	17,838
	<u>67,722</u>	<u>53,587</u>

13 Trustees' expenses

During the year no remuneration was paid to the Trustees.

During the year no Trustee received reimbursement for travelling expenditure (2020: none).