



Lutterworth Volunteer Centre Limited

Annual Report & Accounts



April 2024 to March 2025

Lutterworth Volunteer Centre Limited

(A Charitable Company registered in England & Wales)

Company No: 07798878 & Charity No: 1148255

**Lutterworth Volunteer Centre Limited is a full member of
The National Council for Voluntary Organisations
and
The Community Transport Association**

SUPPORTED BY



**Leicestershire
County Council**

Department of Highways, Transportation & Waste Management



**DISTRICT OF
HARBOROUGH**



**LUTTERWORTH AREA
COMMUNITY FUND**

MEMBERS OF



PERSONNEL

TRUSTEE-DIRECTORS:

| | |
|--------------------|-------------------------------------|
| Chair: | John Warren |
| Treasurer: | Rob Harrop |
| Secretary: | Paul Jackson |
| | Jane Beaumont |
| | Lewis Freeman |
| Vice Chair: | Simon O'Donnell (resigned 24/02/25) |

| | |
|-------------------------------|------------------|
| Independent Examiners: | Crowfoot and Co. |
|-------------------------------|------------------|

STAFF:

| | |
|--------------------------------|----------------|
| General Manager: | Graeme Thomson |
| Administrator: | Nigel Essen |
| Transport Co-ordinator: | Inger Parsons |

| | |
|---------------------------|---------------------|
| Office Volunteers: | Sylvia Bills |
| | Ann Cooper |
| | Sue Goodwin |
| | Manisha Malegaonkar |
| | Millie Thomson |
| | Fiona Winton |

MANAGEMENT COMMITTEE

TRUSTEE DIRECTORS:

John Warren—Chair

Past manager of Lutterworth Volunteer Centre for 18 years retiring in 2015. Set up the One Stop Shop with 10 organisations co-locating under one roof. A founder member of Lutterworth and Villages Foodbank. Chair of Directors at Lutterworth College, a governor and Director for over 30 years. A director of the LACF providing financial support to local organisations.

Rob Harrop—Treasurer

Rob joined Community Transport several years ago as a volunteer minibuss driver and became a trustee in 2018. Prior to retirement he ran several HR consultancy and business support companies. His former career with the Automobile Association comes in handy when trying to understand the complexities of running a successful and safe community transport organisation.

Jane Beaumont

Jane spent 20 years in engineering followed by 17 years teaching. She ran the Community Computer Centre at the One Stop Shop and The Enterprise Centre next door for a number of years. Currently she is the Manager of the Academy for Dementia Research and Education and leads groups of teenagers doing their Duke of Edinburgh's Award.

Lewis Freeman

Former teacher with Lutterworth College and the Enterprise Centre, currently a Volunteer bus and car driver.

Paul Jackson - Secretary

Volunteer bus and car driver since October 2019.

Simon O'Donnell- Vice Chair

Following an extensive career in Retail Management, Simon successfully developed several businesses. He is now a Management Consultant specialising in Customer Experience. After several years of support, Simon resigned from the charity in Feb 25.

STAFF:

Graeme Thomson - General Manager

Appointed 1 November 2021, after retiring from Leicestershire Police.

Nigel Essen - Administrator

Joined as a volunteer in 1996 assisting in the Transport office. Employed as Administrator from 1998. Served as Co-Services Manager from 2015-2021.

Inger Parsons – Transport Co-ordinator

Joined in 2003 as a Co-ordinator for the Village Link Bus service after retirement from the Post Office Management Training Centre at Coton House. Now oversees the Social Car Scheme.

CHAIRPERSON'S REPORT

This last year has seen us get back to normal operating on all fronts post the major challenges we experienced during and post Covid. A special thank you is due to the team under the leadership of Graeme. The office team of Nigel, Inger, Sylvia, Fiona, Sue, Millie, Tina, Manisha and Ann have continued to make sure the organisation works effectively. A big thank you to all.

The commitment shown by our great team of volunteer drivers never ceases to amaze me. As we are remote from the hospitals, each trip is a minimum half a day if not more as we wait for the client and bring them home. Our shopping trips include door to door service so our clients do not need to walk to or wait at a bus stop, and we even carry the shopping to the house for those that need it, which is the vast majority.

An example of our service is a wheelchair transport for a lady in Broughton Astley who has multiple sclerosis. We started picking her up 3 ½ years ago when she had just got to the stage where she could not transfer from her wheelchair to her friend's car. She does not qualify for Patient Transport. She lives alone and has carers 4 times a day. To go to hospital she now has to be hoisted out of bed in the morning by her carers and then transferred to her wheelchair. We then have to let ourselves into the house, wheel her outside and into the vehicle (which used to be a major issue, various improvements have been made to the house over 3 years) and then take her to hospital. We then wheel her to her appointment, wait with her and then take her home again. When we do this, on average every 6 months or so, this is the only time she leaves the house. She loves to see how the scenery changes with the seasons.

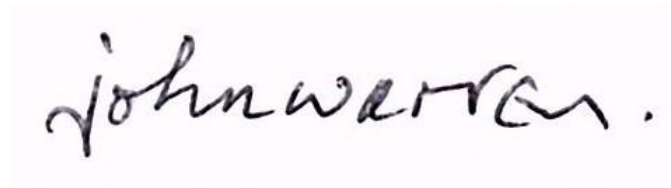
We have numerous other examples where without our transport clients could not leave the house. Our volunteers help make things very special for the community and give so many people access to so many things that makes a difference to their lives. Another big thank you.

During the year volunteers have retired or moved on, these being Allan Jones, Barry Pettitt and Val Ball. Their efforts are much appreciated and will all be sorely missed. We wish them all well in the future and hope they won't be strangers. New people have joined the team and have hit the ground running, these being Carol Hill, Val Shuttlewood and Graham Smith, big welcome to them.

Good to continue to work so well with other community organizations; Age Concern Lutterworth and District, The Academy for Dementia Research and

Education, the U3A, various Scout groups and sports clubs and all the major schools and colleges in the area. This networking really helps everyone involved.

One great memory from this year was the 'thank you' event that we held in September at the golf club. It was fantastic to get together with so many volunteers and organizations.

A handwritten signature in black ink on a light pink background. The signature reads "john warren." in a cursive, lowercase style. The letters are connected, and there is a period at the end.

Chair

GENERAL MANAGER'S REPORT

This year the Social Car Scheme grew by 9% over the previous year thanks to the valiant efforts of Inger, Ann, Sylvia, Fiona and Sue. They do a fantastic job, particularly in coping with last minute cancellations and changes, usually because of the NHS. This issue has been identified by all the Leicestershire Community Transport Operators to the extent that we now report our cancellations to the County Council as this reflects a lot of work carried out but not then shown in the figures.

We have also seen occasions where demand has exceeded the supply of voluntary drivers for the first time since the pandemic. We have had to be much more pragmatic in advising clients that can't use other forms of transport to at least try Patient Transport, who have proved to be much more effective under the current regime than their predecessors. Despite some success with this, a good percentage still have to come back to us, and they offer no service to facilities that are out of Leicestershire, so we are still doing more and more of this work.

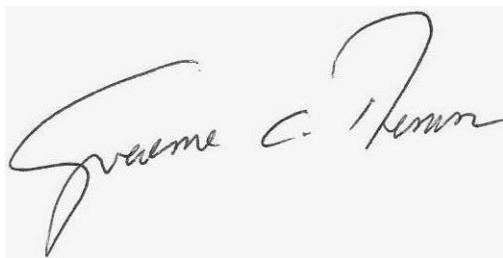
Our fleet of vehicles has remained constant over this year, without major mechanical issues. We have found that our electric side doors and steps do not cope well with wet and cold weather, and we have had to use the services of Rick, our previous vehicles manager on several occasions. He has been incredible in keeping the doors moving, although our oldest bus has had to be converted to manual only. This bus is due to be replaced next year and we have found that due to problems nationally, none of the coachbuilders who sell lightweight minibuses are now offering this facility. This has given us the opportunity to re-think the step so for the new vehicle, due in October 2025, we will have a manual two step system.

Our third party hire remains strong, with a major highlight being a successful trial with Age Concern in using our buses for their travelling lunch club. This was brought about by both an increase in the cost of hiring coaches, but also because many of their clients were struggling to board. Our minibuses have a variety of aids for people who need assistance, including the rear tail lift and this has been a major success.

Politically and financially we face a number of challenges over the coming financial year. New "on demand" bus services have been introduced in Lutterworth and Broughton Astley although these have yet to impact on us. Our clients generally qualify for free bus travel already and choose to use us for the door to door service and ease of use. However, these new services are part of an on-going review of all bus services by the Council and may lead to changes in funding as they try to cut costs. It should be noted that Derbyshire County Council withdrew funding from their substantial Community Transport Operator in October 2024 and they have ceased trading as a result.

The positive news is that shortly after the end of this reporting period we managed to secure funding for a brand new minibus at no cost to ourselves. This is being made possible by an incredibly generous donation by a member of the public who wishes to remain anonymous and a third contribution in five years from the developers of Magna Park.

We have also been approached by one of our passengers, Barbara Brookes (see cover photo) who won a glider flight in the Town Mayor's raffle. Barbara is going to use this prize to celebrate her 90th birthday and raise funds for Community Transport and our partners Age Concern Lutterworth and District and the Academy for Dementia Research and Education. These three organisations have had a really positive impact on Barbara's life since she came to live in Lutterworth with her late husband. We wish her well for her flight.

A handwritten signature in black ink on a light grey background. The signature is written in a cursive style and reads 'Graeme Thomson'.

Graeme Thomson

Manager

COMMUNITY TRANSPORT

Social Car Scheme

A comparison of this year's activities with the previous 4 years:

| Passenger Journeys | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
|--|----------------|----------------|----------------|----------------|----------------|
| P&T Journeys <small>1</small> | 332 | 833 | 1400 | 1921 | 1947 |
| Hospital Journeys <small>2</small> | 119 | 279 | 693 | 583 | 780 |
| Totals | 451 | 1,114 | 2093 | 2504 | 2727 |

Note

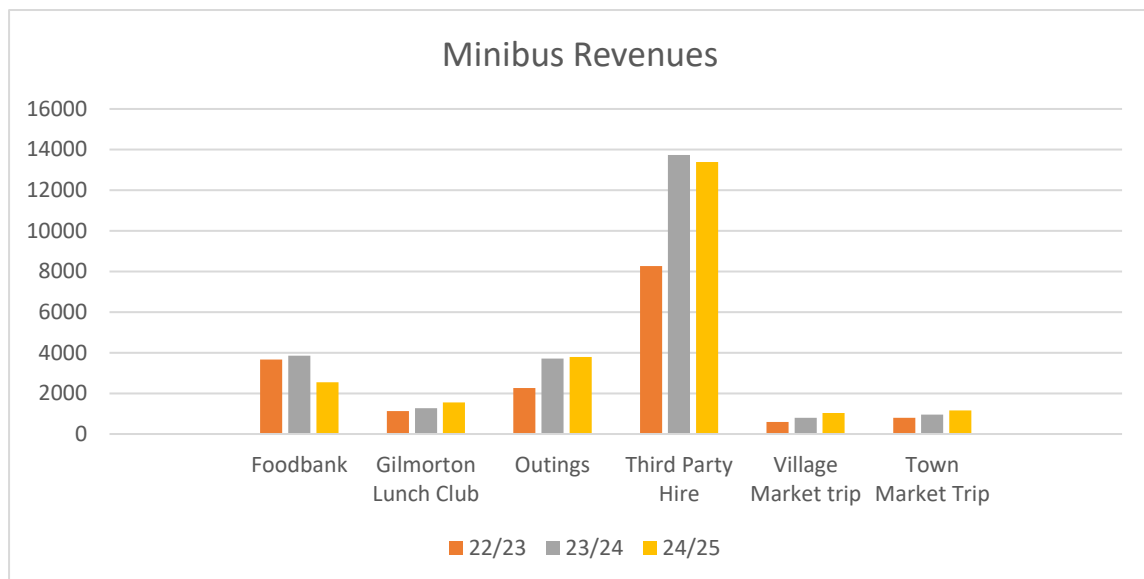
- 1- P&T (Planning and Transportation) now defined as all non-hospital trips
- 2- Hospital trips now include trips to outpatients that are not necessarily at a hospital setting
- 3- Social Enterprise – trips paid for by Social Care agencies

Narrative

Having returned to pre-pandemic levels last year, we again saw a 9% increase in demand for the Social Car Service. This was driven largely by the increase in NHS outpatient appointments, although these have not necessarily been to the traditional hospital locations. As patients often can't access Patient Transport to non-hospital sites and public transport hasn't adapted to serve new destinations, we are often the only choice.

Our wheelchair transport service saw significant growth, from 112 trips last year to 205 in this period. (83% growth). Having 2 vehicles means we are much better able to manage demand.

Community Transport Minibuses



A breakdown of revenue associated with the Minibus Fleet

Third Party Hire makes up a significant proportion of our income, however a large amount of this comes from sources that complement the core objective of our Charity; ie the prevention of loneliness through social and rural isolation. Age Concern and the BAVG are included here, and both organise social events for their clients that bring people together. Without us, those that are unable to travel independently would be excluded from these events.

The traditional Thursday Market trips are now back to two separate buses as we have been able to recruit a stable core of drivers. Though a small part of our revenue, we are determined to keep this service running to make sure our clients are able to get out of the house and socialise.

Foodbank revenue has declined somewhat since its peak during the pandemic where it was supported by grant income from Harborough District Council. The mileage travelled by the buses for this service has decreased significantly as the Foodbank are conducting more face to face interviews meaning that most of our deliveries are straight from the warehouse to the Churchgate Centre.

Lutterworth Volunteer Centre Ltd
Trading as Lutterworth Community Transport

Financial Statements for the year ended

31 March 2025

Registered number 7798878

Registered charity number 1148255

Registered Office

Wycliffe House
Gilmorton Road
Lutterworth
LE17 4DY

Crowfoot & Co Accountants Ltd

Lonsdale House
High Street
Lutterworth
LE17 4AD

email: enquiries@crowfootaccountants.com

Lutterworth Volunteer Centre Limited

Report to the Management Committee for the year ended 31 March 2025

The Management Committee presents its directors report and financial statements for the year ended 31st March 2025

Reference and administrative information

Charity name Lutterworth Volunteer Centre Ltd

Charity registration number 1148255

Company registration number 07798878

Registered office and operational address

Wycliffe House
Gilmorton Road
Lutterworth
Leicestershire LE17 4DY

Executive Committee

J A Beaumont
L E Freeman
R Harrop
P A Jackson
S O'Donnell (Resigned 25/02/2025)
J G P Warren

Manager Graeme Thomson

Independent financial examiners

Crowfoot & Co Accountants Ltd
Lonsdale House
High Street
Lutterworth LE17 4AD

Bankers Lloyds Bank
United Trust Bank

Solicitors Harvey Ingram Shakespeares
20 New Walk Leicester LE1 6TX

Chartered Certified Accountants' report to the Board of Directors on the unaudited accounts of Lutterworth Volunteer Centre Limited.

In accordance with the engagement letter dated 17 March 2024, and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company which comprise the Profit and Loss Account and Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made solely to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body for our work or for this report.

We have carried out this engagement in accordance with the technical guidance issued by the Association of Chartered Certified Accountants and have complied with the ethical guidance laid down by the Association relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31 March 2025 your duty to ensure that the company has kept proper accounting records and to prepare the financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or the information and explanations you have given to us and we do not, therefore express any opinion on the financial statements.

Crowfoot & Co Accountants Ltd

Chartered Certified Accountants

Lonsdale House

High Street

Lutterworth

Leicestershire

LE17 4AD

Lutterworth Volunteer Centre Limited

Statement of Financial Activities

Income & Expenditure Account for the year ended 31 March 2025

| | | | 2025 | 2024 |
|--|-------|------------------|--------------------|---------|
| | Notes | Restricted funds | Unrestricted funds | Total |
| | | £ | £ | £ |
| Incoming resources | | | | |
| Grants & donations | 2 | - | 72,516 | 72,516 |
| Community transport | 3 | - | 35,087 | 35,087 |
| Interest received | | - | - | - |
| Profit/loss on disposal of motor vehicle | | - | - | - |
| | | - | 107,603 | 107,603 |
| | | | | 135,906 |
| Expenditure | | | | |
| Community transport expenses | | - | 34,407 | 34,407 |
| Staff payroll costs | | - | 46,504 | 46,504 |
| Staff recruitment | | - | 491 | 491 |
| Premises costs | | - | 8,664 | 8,664 |
| Office costs | | - | 5,135 | 5,135 |
| Publicity | | - | 2,452 | 2,452 |
| Travelling | | - | 59 | 59 |
| Professional fees | | - | 2,831 | 2,831 |
| Miscellaneous | | - | 1,413 | 1,413 |
| Bad debts | | - | 762 | 762 |
| Trustee expenses | | - | 226 | 226 |
| Depreciation | | - | 24,610 | 24,610 |
| | | - | 127,554 | 127,554 |
| | | | | 129,074 |
| Surplus/(Deficit) for the period | | - | - | 19,951 |
| Adjustment to 2022 accounts | | | | - |
| Funds brought forward | | - | 208,696 | 208,696 |
| | | - | 188,745 | 188,745 |
| | | | | 201,864 |
| | | | | 208,696 |

The statement of financial activities includes all gains & losses in the period.

All incoming resources and resources expended derive from continuing activities.

Lutterworth Volunteer Centre Limited**Balance Sheet as at 31 March 2025**

| | Notes | 2025 | | 2024 | |
|---------------------|-------|----------------|----------------|----------------|----------------|
| | | £ | £ | £ | £ |
| Fixed assets | 7 | | 68,707 | | 93,317 |
| Current assets | | | | | |
| Bank | | 120,211 | | 116,790 | |
| Debtors | 8 | 777 | | 6,427 | |
| | | <u>120,988</u> | | <u>123,217</u> | |
| Current liabilities | | | | | |
| Creditors | 9 | 950 | | 7,838 | |
| Net current assets | | | 120,038 | | 115,379 |
| | | | <u>188,745</u> | | <u>208,696</u> |
| Unrestricted funds | 11 | | | | |
| General funds | | 29,610 | | 54,029 | |
| Designated funds | | 154,667 | | 154,667 | |
| | | | 184,277 | | 208,696 |
| | | | <u>184,277</u> | | <u>208,696</u> |

These accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

For the financial year ended 31 March 2025, the company was entitled to exemption from audit under section 4 Companies Act 2006 and that no notice has been deposited under section 476.

The management committee acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of the Companies Act 2006 so far as is applicable to the company

Signed on behalf of the executive committee



Rob Harrop,
Treasurer

Lutterworth Volunteer Centre Limited
Notes forming part of the Financial Statements
for the year ended 31 March 2025

1 Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

a Basis of accounting

The financial statements have been prepared under the historic cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued October 2019.

b Fund accounting

Unrestricted funds are available for use at the discretion of the executive in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Executive Committee for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

c Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

Income received by way of grants and donations and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Income from the provision of community transport services is recognised when the service is supplied.

Investment income is included when received.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

d Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Community transport costs comprise the vehicle costs and volunteer expenses in providing transport services.

e Fixed assets

Fixed assets are stated at cost less accumulated depreciation. The cost of minor additions costing below £1,000 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. Vehicles purchased new are expected to have a useful life of 7 years. The estimated useful life of a second hand vehicle is reduced appropriately. Impairment reviews are carried out as and when evidence comes to light that the recoverable amount of a fixed asset is below its net book value due to damage or other relevant factors.

2 Grants & donations

| | | | 2025 | 2024 |
|-------------------------------|------------|--------------|--------|--------|
| | Restricted | Unrestricted | Total | Total |
| Leicestershire County Council | - | 60,472 | 60,472 | 60,470 |
| Harborough District Council | - | 4,900 | 4,900 | 4,900 |
| Other grants | - | - | - | 27,360 |
| Donations & other income | - | 7,144 | 7,144 | 7,016 |
| | - | 72,516 | 72,516 | 99,746 |

Lutterworth Volunteer Centre Limited
Notes forming part of the Financial Statements
for the year ended 31 March 2025

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| | - | 72,516 | 72,516 | 99,746 |

Lutterworth Volunteer Centre Limited
Notes forming part of the Financial Statements
for the year ended 31 March 2025

| | 2025 | 2024 |
|--|------------|--------------|
| | £ | £ |
| 9 Creditors falling due within 1 year | | |
| Trade creditors | - | 380 |
| Social security | - | 5,633 |
| Other creditors & accruals | 950 | 1,825 |
| | <u>950</u> | <u>7,838</u> |

10 Analysis of net assets between funds

| | Restricted | Unrestricted | Total |
|-----------------------------|------------|--------------|---------|
| Tangible fixed assets | - | 68,707 | 68,707 |
| Current assets | - | 120,988 | 120,988 |
| Current liabilities | - | 950 | 950 |
| Net assets at 31 March 2025 | - | 188,745 | 188,745 |

11 Movement in funds

| | Brought forward | Incoming resources | Outgoing resources | Transfers | At 31 March 2025 |
|--|-----------------|--------------------|--------------------|-----------|------------------|
| Restricted funds | | | | | |
| There were no restricted funds during the year | - | - | - | - | - |
| Unrestricted funds | | | | | |
| Designated funds | | | | | |
| Vehicle replacement fund | 154,667 | - | - | - | 154,667 |
| | 154,667 | - | - | - | 154,667 |
| General funds | 54,029 | 107,603 | 132,022 | - | 29,610 |
| | 208,696 | 107,603 | 132,022 | - | 184,277 |
| Total funds | 208,696 | 107,603 | 132,022 | - | 184,277 |

12 Purpose of restricted funds

None

13 Purpose of designated funds

Vehicle replacement fund

To replace vehicles at the end of their useful life.

Lutterworth Volunteer Centre Limited**Cashflow Statement****for the year ended 31 March 2025**

| | 2025 | 2024 |
|---------------------------------------|----------------|----------------|
| | £ | £ |
| RECEIPTS | | |
| Core funding | 70,272 | 87,830 |
| Fares | 35,087 | 35,966 |
| Other income | 6,382 | 7,016 |
| Interest | - | 1,088 |
| | <u>111,741</u> | <u>131,900</u> |
| PAYMENTS | | |
| Salaries etc. | 51,848 | 63,844 |
| Volunteer expenses | 680 | 644 |
| Vehicle running costs | 33,638 | 29,872 |
| Premises costs | 8,672 | 7,592 |
| Office & other costs | <u>13,482</u> | <u>9,113</u> |
| | <u>108,320</u> | <u>111,065</u> |
| Net cash flow on unrestricted funds | 3,421 | 20,835 |
| CAPITAL COSTS | | |
| New vehicles | - | 56,716 |
| Sale of vehicles | | 7,565 |
| Other assets | <u>-</u> | <u>-</u> |
| | <u>-</u> | <u>49,151</u> |
| | | |
| Bank balance at the start of the year | 116,790 | 145,106 |
| | | |
| Bank balance at the end of the year | 120,211 | 116,790 |

**LUTTERWORTH VOLUNTEER CENTRE LIMITED
TRADING AS LUTTERWORTH COMMUNITY TRANSPORT**

**DETAILED BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2025**

| | 2025 £ | 2024 £ |
|--|-----------------|----------------|
| FIXED ASSETS | | |
| Motor vehicles | 68,707 | 93,317 |
| | <u>68,707</u> | <u>93,317</u> |
| CURRENT ASSETS | | |
| Fares & bus hire income | 777 | 6,427 |
| Bank account no. 1 | 120,211 | 116,790 |
| | <u>120,988</u> | <u>123,217</u> |
| CREDITORS | | |
| Amounts falling due within one year | | |
| Trade creditors | - | (380) |
| Social security and other taxes | - | (5,633) |
| Accrued expenses | (950) | (1,825) |
| | <u>(950)</u> | <u>(7,838)</u> |
| NET CURRENT ASSETS | 120,038 | 115,379 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | 188,745 | 208,696 |
| NET ASSETS | <u>188,745</u> | <u>208,696</u> |
| RESERVES | | |
| Designated funds | 154,667 | 154,667 |
| Income and expenditure account | 34,078 | 54,029 |
| | <u>188,745</u> | <u>208,696</u> |
| NET (DEFICIT)/SURPLUS | <u>(19,951)</u> | <u>6,832</u> |

TREASURER'S REPORT 2024-25

2024-25 has been a more financially stable year with our key funders giving financial support as in previous years.

Leicestershire County Council continued to provide the same level of funding that we have enjoyed for over ten years; unfortunately, with inflation, this no longer covered our costs.

Harborough District Council reduced their contribution by about half, this had meant dipping further into our reserves to cover running costs.

Fortunately the demand for our service continued to increase, to the point where, on occasions, we had difficulty in meeting this demand due to lack of available volunteer drivers. This in turn had an affect on our ability to maximise income.

Despite this at the end of the 24/25 financial year we were able to show a small operating profit before taking depreciation into account and our reserves remained healthy.

With the help of our accountants our financial systems continued to be refined and became increasingly more transparent, making financial reporting a less onerous task.

During the year and in order to maximise the value of our designated reserves, a new savings account was established and next year we should begin to see this generating its own small income to contribute to the pot.

All things considered and despite the difficulties 2024-25 was a successful year and praise must be given to the staff and volunteers who have enabled this to happen.



Rob Harrop (Treasurer)

RESERVES POLICY

As part of their responsibility for the management of the charity, it is acknowledged by the Trustees that funding is reviewed annually by the providers. Consequently, as a result of this inherent uncertainty that could impact on the charity's ability to continue its various services and projects and/or meet its obligations, a minimum level of funds is required in reserve. This level is considered by the Trustees to be a minimum of six months expenditure for general operations and a greater level to ensure long-term continuity of specific projects.

In addition and in accordance with their ongoing policy of maintaining and improving the services and resources provided, the Trustee recognise the need for designated reserves in respect of specific capital expenditure.



"Takes away the worry knowing this service is available"

"Improved my life tremendously, I would be stuck without you"

Social Car Scheme

Volunteers use their own vehicle to take clients on:

- Medical/ hospital appointments

"I would be a prisoner in my own home without community transport"

"Given me a social life"

Community Bus Services

- Weekly shopping trips
- Visits to places of interest
- Lunch clubs
- Transport for local community groups and charities using their own or volunteer drivers

"I don't know what we would do without you"

"Made a big difference. Hassle free transport"



Lutterworth Community Transport

Lutterworth Volunteer Centre Limited

General Manager: Graeme Thomson

Tel: 01455 555571

Email: **graeme@luttct.com**

Administrator: Nigel Essen

Tel: 01455 555571

Email: **admin@luttct.com**

All correspondence to:

Lutterworth Community Transport
Wycliffe House
Gilmorton Road
Lutterworth
Leicestershire
LE17 4DY

www.luttct.com

Opening Times:
Monday to Friday 9:00 am to 2:00 pm