

THE WESTERN DALES COMMUNITY BUS SERVICE LIMITED

(A Company for which the liability for Members is limited by Guarantee)

Company Registered Number 8121670

Charity Registered Number 1150051

REPORT OF THE CHARITY TRUSTEES

AND ACCOUNTS

FOR THE YEAR ENDED 30TH JUNE 2021

**Registered Office
The Cottage
Flintergill
Dent
Sedbergh
LA10 5QR**

**REPORT of the TRUSTEES of the WESTERN DALES COMMUNITY
BUS SERVICE LTD**

(Registered Number 8121670) (Charity Number 5150051)

**Chairman and Trustee
Trustees**

**J R Cairns
P M Ayers
N J Cleeveley
E C Nuttall
M G Staff**

Company Secretary

G Nuttall

PRINCIPAL ACTIVITY

The principal activity of the Company is the provision of a community transport service for the benefit of the inhabitants of the Western Dales, inside and outside the Yorkshire Dales National Park.

ENSURING OUR WORK DELIVERS OUR AIMS

We review our aims, objectives and activities each year. The review set out below looks at the success of each key activity and the benefits they have brought to each group of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and when planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

**Review of the Year
1 July 2020 - 30 June 2021**

Services

Like everyone else in 2020-21, the Covid-19 pandemic had a major impact on the Western Dales Bus. We were not able to operate at all for 25 weeks of the year, and when we did run services, we reduced the maximum number of passengers carried from sixteen to six to maintain social distancing. We also had to adopt other mitigation measures including additional cleaning procedures, adding Perspex driver screens and enabling contactless card payments for tickets.

Year	Weeks operating	Total Passenger Journeys	Average Weekly Passenger Journeys
2018-19	52	5962	115
2019-20	38	4629	122
2020-21	27	1520	56

There were some signs of a recovery in passenger numbers towards the end of the financial year, but when the year ended, they were still only about 55% of pre-pandemic levels.

Individual Services

S1 has remained our most popular service, whereas the main demand for S3 has been in the summer. For that reason, we delayed the restart S3 until the beginning of June, and changed it to a summer-only service running on Wednesdays. S4 has continued to provide the only bus link between Brough and Kirkby Stephen, though it had fewer passengers from Dent than previously. The demand for S5 has remained steady.

At the end of 2020, we were asked by Cumbria County Council if we could provide the Tuesday service between Kirkby Stephen and Penrith, as a commercial operator was ending their service. We agreed to do this, but were unable to start it until April 2021 owing to Covid-19 restrictions. Between then and the end of the financial year, there has been a steady demand for this new S6 service.

Vehicles

Covid-19 has meant that we have had to modify both vehicles by fitting Perspex screens between drivers and passengers, and although we drove the buses on regular occasions during lockdown, the lengthy period when the buses were not running led to some issues with their batteries. On the positive side, we were able to use the time to deal with some longstanding minor issues with both vehicles.

Private Hire

As a result of Covid-19 restrictions, we have taken no private hire bookings during 2020-21.

Company Personnel

The company now has 29 volunteers, of which 16 are volunteer drivers, and one part-time Operations Manager. Rebecca Atkinson started in this role in December, and as a result we were able to reorganise the company's day-to-day management by combining the roles previously undertaken by Jock Cairns, Liz Nuttall and Debbie Wilson. We are very pleased that Rebecca has come to join us, and look forward to working with her in the next phase of the company's development.

We also welcomed Ian Hartley, Peter Tomlinson and Anne Petyt as volunteers during the year. Ian and Peter have joined our volunteer drivers, and Anne is helping with cash handling.

This year Antony Fisher and Debbie Wilson left us. As well as driving the bus, Antony had been one of our directors and also helped to develop the timetable; Debbie was our Bus Administrator, and worked with our garage to organise repairs and ensure our buses were roadworthy. We are sorry to see them go, and they do so with our thanks and appreciation for their invaluable contributions to the company.

The company is only able to exist because our volunteers give their time so generously, and the Board would like to thank them all once again for their contributions during this year.

Finances

The Statement of Financial Activities reveals a surplus of £8,570 and the Balance Sheet Net Current Assets of £78,446. This masks the fact that for much of the year services were suspended and harsh limits were imposed on passenger numbers resulting in fare income more than halving. In addition, it was decided to increase overheads by appointing a paid Operations Manager.

It was fortunate, therefore that we were able to obtain Lottery funding to cover loss of income, increased expenditure and the initial few months of the Operations Manager's salary, amounting in total to around £38,000. It can be seen that without this financial support, we would have run a deficit in the order of £30,000. The recovery to normal conditions will probably take some time and will prove a drain on our resources.

In addition to the Lottery funding, the Department for Transport maintained a level of support similar to the pre pandemic levels and also provided grants under the COVID-19 Bus Service Support Scheme. These funds are in our bank accounts but the Directors have prudently made a provision against possible clawback of some or all of the grants provided pending the winding up and final reconciliation and audit of our submitted returns.

The future direction is unclear from a number of aspects but currently stand with sufficient cash resources to ensure operations in the medium term.

Conclusion

Like everyone else, we found this year exceptionally difficult, but we came through it thanks the commitment of our volunteers and their determination that we should resume services as soon as we were able. Our relatively strong financial position at the end of the year is due to the work of Peter Maples, Neil Cleeveley and Mike Staff in finding and applying for sources of funding to replace our regular income, and the directors would like to thank them and everyone else for the efforts they have made during the year to keep the company going.

Because of those efforts, the directors are optimistic about the medium-term future, and look forward to building up our passenger numbers again so that we can continue to provide bus services to the isolated rural communities that need them.

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The Western Dales Bus operates as a charitable company limited by guarantee, incorporated on 27th June 2012 and registered as a charity on 5th December 2012. The company was established under a Memorandum of Association and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Recruitment and Appointment of Management Personnel

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Articles of Association directors are required to serve for one year after which they must be re-elected at the next Annual General meeting. Directors and other management personnel (The Management Committee) are recruited from the community parishes that we serve. The Management Committee convenes at regular intervals to make strategic decisions to ensure that the work of the charity runs smoothly. We have one professional trustee, namely Mr P M Ayers, a transport consultant, who does not charge for his services. All management personnel give their time voluntarily and receive no benefits from the charity.

Responsibilities of the Management Committee

Company law requires Directors to prepare financial statements for each financial period that give a true and fair view of the financial affairs of the Company and of the surplus or deficit of the Company for that period. In preparing these statements, the Directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis (unless it is inappropriate to assume that the Company will continue)

The Directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Company and to enable it to ensure that the financial statements comply with The Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ACCOUNTING POLICIES

Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standards for Smaller Entities.

**On behalf of the
Trustees
J R Cairns, Chairman
3rd November 2021**

THE WESTERN DALES COMMUNITY BUS SERVICE LTD

Statement of Financial Activities (including Income & Expenditure Account) for the

year ended 30 June 2021

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THE WESTERN DALES COMMUNITY BUS SERVICE LTD							
Balance Sheet as at 30 June 2021				2021	2021	2020	
				£	£	£	
Notes							
8							
Fixed Assets:							
Tangible fixed assets - Mercedes buses:							
Original cost					175,103	175,103	
Accumulated depreciation					<u>128,304</u>	<u>99,166</u>	
Net book value					<u>46,799</u>	<u>75,937</u>	
Current Assets:							
Debtors:							
Trade debtors and prepayments					2,390	2,245	
Cash at bank and in hand					<u>90,190</u>	<u>67,746</u>	
					92,580	69,991	
Creditors and Provisions:							
Amounts falling due within one year					(2,590)	(470)	
Provision for possible clawback of Pandemic grants					<u>(11,544)</u>	78,446 (2,395)	
Net current assets:							
					<u>125,245</u>	<u>143,063</u>	
NET ASSETS:							
Unrestricted Funds:							
Operations					76,206	66,754	
Restricted Funds:							
Operations					10,488	11,370	
Capital grants fund for purchase of buses				9	<u>38,551</u>	64,939	
					49,039	76,309	
Total Funds:					<u>125,245</u>	<u>143,063</u>	
The directors have prepared accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.							
The notes which follow form part of these accounts							
Signed:							
Name JOHN RODGER CAIRNS, Chair of directors on behalf of the directors							
DATE							

NOTES TO THE ACCOUNTS

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a. Basis of preparation

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 2015) - (Charities SORP (FRS 102)) and the Companies Act 2006

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b. Preparation of the accounts on a going concern basis

The continuing COVID-19 pandemic caused a cessation of all services at various times during the year with drastically reduced seating capacity.

Taking the current high cash reserves and the current and projected reduced levels of income and likely expenditure from bus operations into account, the trustees have concluded that the charity will continue as going concern in the immediate future.

In particular, Lottery support has proved invaluable, with support for lost income and ongoing expenditure. It is also hoped that financial support received from the COVID-19 Bus Services Support Grant scheme can be retained, rather wholly or partly clawed back at the conclusion of the reporting and reconciliation process with the Department for Transport.

As the pandemic situation fluctuates and, hopefully, abates, in the future, the trustees will continue to closely monitor the company's finances to ensure its continuing viability.

c. Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

d. 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:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- The value of services provided by volunteers has not been included in these accounts.
- Incoming resources from charitable trading activity are accounted for when earned.

- 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.

e. Resources expended

- Expenditure is recognised on an accrual basis as a liability is incurred.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries, in this case, the costs of operating the bus services.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

f. Fixed assets

Fixed assets are stated at cost less accumulated depreciation.

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 6 years. Impairment reviews are carried out as and when evidence comes to light that the recoverable amount of a functional fixed asset is below its net book value due to damage, obsolescence or other relevant factors.

g. Debtors

Debtors include repayments of VAT due from H M Revenue and Customs and unpaid invoices due from private hire customers.

h. Cash at bank and in hand

This comprises unbanked cash fares and balances held with Barclays Bank and Virgin Money.

i. Creditors and provisions

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

As a matter of prudence, provision has been made in these accounts for the possible clawback of grant funding under the COVID-19 Bus Service Support Grant scheme.

2. Legal Status of the Trust

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

3. Staff

The company is run mostly through the efforts of volunteers.

There is one paid employee.

An operations manager was appointed during the year to supplement and coordinate the contribution of volunteers.

4. Related parties

There were no related party transactions between the charity or its directors and any related party.

5. Corporation tax

The charity is exempt from corporation tax on income and capital gains to the extent that they are applied towards its charitable objectives.

6. Donations from individuals and local bodies toward running expenses

	2021 £	2020 £
Individual donations	-	850
Kirkby Stephen Town Council	300	-
South Lakeland District Council	1,520	-
Other donations, mainly passengers	282	616
Totals	2,102	1,466

7. Expenditure on provision of local bus services

	2021 £	2020 £
Bus Insurance	3,311	2,704
Fuel	3,979	6,315
Repairs & Maintenance	11,704	10,584
Driver Training	585	650
Other Operational Costs	2,464	2,209
Operations Manager	7,034	-
Marketing	50	413
Subscriptions	50	50
Insurance	612	569
Sundry administration	82	582
	29,871	24,076

8. Tangible Fixed Assets

	Total	Mercedes Sprinter RX19XTV	Mercedes Sprinter RX65YRD	
Cost:				
		£	£	
At 1 July 2020	175,103	93,498	81,605	¶
At 30 June 2021	175,103	93,498	81,605	
Accumulated depreciation:				
At 1 July 2020	99,166	31,166	68,000	
Charge for the year	29,138	15,583	13,555	
At 30 June 2021	128,304	46,749	81,555	
Net book value:				
At 1 July 2020	75,937	62,332	13,605	
At 30 June 2021	46,799	46,749	50	

Depreciation £13,555 in respect of RX65YRD, which was wholly financed through grants in previous years is charged against the Capital Grants Fund, which is a restricted fund. Depreciation £12,833 in respect of RX19XTV, which was partly financed through grants during the year is charged against the Capital Grants Fund, which is a restricted fund. Depreciation of £2,750 in respect of RX19XTV is charged in the Statement of Financial Activities in arriving at the net surplus for the year.

9. Capital grants fund for purchase of buses

	Total 2021	Big Lottery Fund	Yorkshire Dales Millennium Trust	Friends of Settle Carlisle Line	Garfield Weston Foundation	Total 2020
At 1 July 2020	64,939	10,914	2,445	246	51,334	91,372
Depreciation charged	(26,433)	(10,874)	(2,436)	(245)	(12,833)	(26,433)
At 30 June 2021	38,551	40	9	1	38,501	64,939

10. Detailed Comparative figures in respect of 2020

THE WESTERN DALES COMMUNITY BUS SERVICE LTD									
Statement of Financial Activities (including Income & Expenditure Account) for the									
year ended 30 June 2020									
				Unrestricted Fund	Restricted Funds		Total		
				Operations	Operations	Capital	Funds	Funds	
				2020	2020	2020	2020	2019*	
Notes				£	£	£	£	£	
Incoming resources									
Voluntary income:									
Interest received on bank deposit					385	-		385	177
Donations and grants									
Individuals towards running expenses				6	1,466			1,466	1,085
Big Lottery Fund grant towards running expenses						11,370		11,370	4,000
Garfield Weston Foundation towards purchase of new bus							-	-	77,000
Activities for generating funds:									
Fares and subsidies from bus operations					17,303			17,303	23,930
Total Incoming Resources					19,154	11,370	-	30,524	106,192
Resources expended on:									
Charitable activities - provision of local bus services				7	24,076	-		24,076	22,572
Depreciation of bus and fittings					2,750			2,750	7,070
Purchase of new bus					-		-	-	93,498
Loss on sale of bus					-	-		-	4,849
					26,826	-	-	26,826	127,989
Net movement in Funds for the year					(7,672)	11,370	0	3,698	(21,797)
Adjustment for capital expenditure on new bus shown above					0			-	16,498
Expended on items paid for in advance					-	-	-	-	-
Net surplus (2019 deficit) for the year					(7,672)	11,370	0	3,698	(5,299)
Reconciliation of Funds:									
Total Funds brought forward					74,426	-	-	74,426	79,725
Total Funds carried forward					66,754	11,370	-	78,124	74,426
* Note: The detailed comparative figures in respect of each fund are shown in Note 10									

Independent examiner's report on the accounts

Report to the trustees/ members of

Western Dales Community Bus Service Ltd

On accounts for the year ended

30 June 2021

Charity no

1150051

Set out on pages

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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.

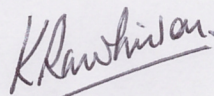
Independent examiner's statement

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

- to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met;

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

Signed:



Date: 12 Nov. 2021

Name:

Kenneth Rawlinson

Relevant professional qualification(s) or body (if any):

Fellow of the Institute of Chartered Accountants in England and Wales

Address:

10 The Dunterms
Alnwick, Northumberland, NE66 1AL