

REGISTERED COMPANY NUMBER: CE000838 (England and Wales)
REGISTERED CHARITY NUMBER: 1155845

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2022
for
Tenbury Transport Trust**

Dyke Ruscoe & Hayes Ltd
Chartered Certified Accountants
110 Corve Street
Ludlow
SHROPSHIRE
SY8 1DJ

Tenbury Transport Trust

Contents of the Financial Statements for the Year Ended 31 March 2022

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6 to 7
Notes to the Financial Statements	8 to 14

Tenbury Transport Trust

Report of the Trustees for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The purpose of the Trust is to provide transport facilities in Tenbury and its surrounding area for anyone who does not have access to adequate or appropriate transport.

Significant activities

The Trust provides two levels of service. One is the car service which is designed to take people of all ages who may have special needs or mobility impairments and who would otherwise find it difficult or impossible to access other forms of transport for medical appointments, shopping or other social occasions and the other is a rural bus service, currently operating over three routes to bring people into Tenbury or take them to the local towns of Leominster and Malvern.

We also fundraise at local events.

Public benefit

The trustees have had regard to the Charity Commission's guidance on public benefit and provide transport facilities for people without adequate or appropriate transport. This enables people to have an opportunity to attend medical appointments, go shopping and to attend other social engagements.

Volunteers

The majority of the Trust's workforce are volunteer car drivers and mini-bus drivers.

FINANCIAL REVIEW

Financial position

The Trust has always operated careful fiscal management and this enabled it to ride out the difficulties created by the impact of the pandemic. The Trust has seen volunteers and clients slowly re-emerge as the programme to inoculate against Covid 19 has rolled out. The Trust has many supporters in the area and during 2021/22 the Trust was fortunate in that it continued to be supported by donations, was able to access various grants and, from January 2021 onwards had its own income-generating services - all of which have enabled the Trust to maintain its financial operating position.

The Trust was able to provide free journeys for clients to and from their Covid vaccinations as part of its commitment to the local community. Having agreed a strategy aimed at growth and development, the Trust has since January 2021 hugely increased its client base after investing in social media and advertising and upgrading the IT systems to make more and better use of existing infrastructure.

We have retained our School Contract and developed working partnerships with local care providers to enable us to maintain and grow our operation for the foreseeable future. As part of this strategy the Trust now has a Facebook page and a new website.

During the year ended 31 March 2022 total income amounted to £88,785 (2021: £89,191). £79,659 (2021:£64,940) was used to defray expenses. At the start of the period total funds brought forward were £92,396 (2021:£68,145). At the end of the period this had risen to £101,522 (2021: risen to £92,396).

Reserves policy

It is our policy to carry a reserve of £30,000, to be able to continue operating the charity with no income for a 3 month period.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Tenbury Transport Trust

Report of the Trustees for the Year Ended 31 March 2022

Tenbury Transport began operations in the late 1990's, becoming a charity in 2014.

Changes were made to its deed of trust in 2014 when it became a registered charity and the deed was developed further in 2020 to reflect the changes made in its management structure. It remains a Charitable Incorporated Organisation.

Recruitment and appointment of new trustees

Trustees are appointed or re-appointed annually at the annual general meeting.

Organisational structure

There is a team of seven trustees, one of whom is the Chair. The Chair's role is to oversee the management and direction of the Trust; the Trust also have an administrative officer whose role is to manage the day to day running of the organisation assisted by part time volunteers.

The Trust has a series of policies including ones on GDPR, safeguarding and health and safety and is currently reviewing the status of its DBS holders. The Trust has now taken on an HR consultant.

DBS checks are carried out before employment of all staff involved with the Trust irrespective of the role they hold in the Trust and these are re-checked every three years. The details of two referees are required before the role is confirmed.

The Trust has upgraded its identification badges to include a picture, name and the date of DBS renewal to support its approach to safeguarding.

The Trust is part of the Worcestershire Community Transport Consortium which links all community transport operators with a representative of Worcestershire County Council.

The Trust also has links with Malvern Hills District Council and the local Town Council as well as forging partnerships with members of the local care community.

Conclusion

2021/2022 brought with it many challenges but throughout the Trust has continued to move forward, supporting the local community and consistently maintaining its reputation for providing a high level of service.

The Trust is exceptionally fortunate with its drivers, office staff, volunteers and trustees who work tirelessly to deliver the service and maintain our excellent reputation.

Without their dedication the Trust would not exist and I am grateful for the time and effort they have given which has enabled the Trust to continue to offer such high standards of service over many years.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE000838 (England and Wales)

Registered Charity number

1155845

Registered office

34 Teme Street
Tenbury Wells
Worcestershire
WR15 8AA

Tenbury Transport Trust

**Report of the Trustees
for the Year Ended 31 March 2022**

Trustees

W White

B C Roberts

L Taylor

J Downward

E K Padwick

M N Willis

L Rickett (appointed 26.9.21)

Independent Examiner

Dyke Ruscoe & Hayes Ltd

Chartered Certified Accountants

110 Corve Street

Ludlow

SHROPSHIRE

SY8 1DJ

Approved by order of the board of trustees on 16 November 2022 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'L Taylor', written in a cursive style.

L Taylor - Trustee

**Independent Examiner's Report to the Trustees of
Tenbury Transport Trust**

Independent examiner's report to the trustees of Tenbury Transport Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

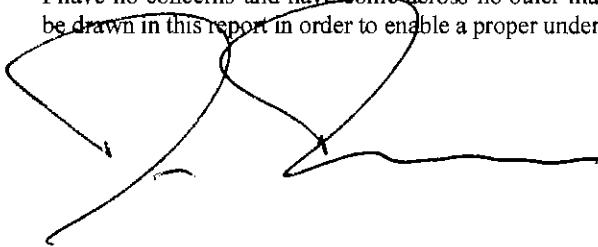
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



P K Reynolds
Dyke Ruscoe & Hayes Ltd
Chartered Certified Accountants
110 Corve Street
Ludlow
SHROPSHIRE
SY8 1DJ

16 November 2022

Tenbury Transport Trust

**Statement of Financial Activities
for the Year Ended 31 March 2022**

		2022 Unrestricted fund £	2021 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	18,204	11,773
Charitable activities	5		
Community transport		69,685	56,849
Other trading activities	3	423	-
Investment income	4	242	316
Other income	6	231	20,253
Total		88,785	89,191
EXPENDITURE ON			
Raising funds		130	1
Charitable activities			
Community transport		79,529	64,939
Total		79,659	64,940
NET INCOME		9,126	24,251
RECONCILIATION OF FUNDS			
Total funds brought forward		92,396	68,145
TOTAL FUNDS CARRIED FORWARD		101,522	92,396

The notes form part of these financial statements

Tenbury Transport Trust

**Balance Sheet
31 March 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
FIXED ASSETS			
Tangible assets	12	401	496
CURRENT ASSETS			
Prepayments and accrued income		1,796	1,915
Cash at bank and in hand		100,532	92,111
		<u>102,328</u>	<u>94,026</u>
CREDITORS			
Amounts falling due within one year	13	(349)	(935)
NET CURRENT ASSETS		<u>101,979</u>	<u>93,091</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		102,380	93,587
ACCRUALS AND DEFERRED INCOME	14	(858)	(1,191)
NET ASSETS		<u>101,522</u>	<u>92,396</u>
FUNDS	15		
Unrestricted funds		101,522	92,396
TOTAL FUNDS		<u>101,522</u>	<u>92,396</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Tenbury Transport Trust

Balance Sheet - continued

31 March 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 16 November 2022 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'L Taylor', written in a cursive style.

L Taylor - Trustee

Tenbury Transport Trust

Notes to the Financial Statements for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount.

Bank and cash in hand

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due. Cash equivalents are short term, highly liquid investments, usually in instant access interest bearing savings accounts.

Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt.

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	5,684	1,583
Grants	11,227	9,486
Membership fees	1,293	704
	<u>18,204</u>	<u>11,773</u>

	2022	2021
	£	£
Pershore & District Volunteer Centre grant	7,957	7,615
Other grants	3,270	1,871
	<u>11,227</u>	<u>9,486</u>

3. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	423	-
	<u>423</u>	<u>-</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	242	316
	<u>242</u>	<u>316</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022	2021
		£	£
Service contract	Community transport	25,378	25,141
Fares	Community transport	33,221	25,133
Mileage	Community transport	11,086	6,575
		<u>69,685</u>	<u>56,849</u>

6. OTHER INCOME

	2022	2021
	£	£
Sundry income	231	25
Government grants	-	20,228
	<u>231</u>	<u>20,253</u>

	2022	2021
	£	£
HMRC Job Retention Scheme grant	-	10,228
MHDC Business Rates grant	-	10,000
	<u>-</u>	<u>20,228</u>

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

7. SUPPORT COSTS

	Management	Governance	Totals
	£	costs £	£
Community transport	<u>37,323</u>	<u>4,848</u>	<u>42,171</u>

Support costs, included in the above, are as follows:

Management

	2022 Community transport £	2021 Total activities £
Wages	29,010	33,548
Pensions	411	497
Telephone	1,437	1,411
Postage and stationery	600	784
Sundries	1,307	1,552
Computer costs	3,619	1,108
Training	551	-
Travelling expenses	71	143
Depreciation of tangible and heritage assets	317	244
	<u>37,323</u>	<u>39,287</u>

Governance costs

	2022 Community transport £	2021 Total activities £
Independent examination fees	876	400
Legal fees	3,972	870
	<u>4,848</u>	<u>1,270</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022 £	2021 £
Depreciation - owned assets	317	244
Other operating leases	<u>3,300</u>	<u>3,300</u>

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

	2022	2021
	£	£
Trustees' expenses	-	23
	<u> </u>	<u> </u>

Expenses were reimbursed to 0 trustees (2021 : 1 trustee) for travel on the charity's business.

10. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	29,010	33,548
Other pension costs	411	497
	<u> </u>	<u> </u>
	<u>29,421</u>	<u>34,045</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Full time staff	1	1
Part time staff	3	3
	<u> </u>	<u> </u>
	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

The full time equivalent is estimated to be 1 (2021 : 2)

The Trust considers its key management personnel comprise the trustees & the office manager. The total employment benefits including employer pension contributions of the key management personnel were £11,386 (2021 : £17,061).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	11,773
Charitable activities	
Community transport	56,849
Investment income	316
Other income	20,253
	<u> </u>
Total	<u>89,191</u>
 EXPENDITURE ON	
Raising funds	1

Tenbury Transport Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
Charitable activities	
Community transport	64,939
Total	<u>64,940</u>
NET INCOME	24,251
RECONCILIATION OF FUNDS	
Total funds brought forward	68,145
TOTAL FUNDS CARRIED FORWARD	<u><u>92,396</u></u>

12. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2021	740
Additions	222
At 31 March 2022	<u>962</u>
DEPRECIATION	
At 1 April 2021	244
Charge for year	317
At 31 March 2022	<u>561</u>
NET BOOK VALUE	
At 31 March 2022	<u><u>401</u></u>
At 31 March 2021	<u><u>496</u></u>

Tenbury Transport Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	345	935
Other creditors	4	-
	<u>349</u>	<u>935</u>

14. ACCRUALS AND DEFERRED INCOME

	2022	2021
	£	£
Accruals and deferred income	858	1,191
	<u>858</u>	<u>1,191</u>

15. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	92,396	9,126	101,522
	<u>92,396</u>	<u>9,126</u>	<u>101,522</u>
TOTAL FUNDS	<u>92,396</u>	<u>9,126</u>	<u>101,522</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	88,785	(79,659)	9,126
	<u>88,785</u>	<u>(79,659)</u>	<u>9,126</u>
TOTAL FUNDS	<u>88,785</u>	<u>(79,659)</u>	<u>9,126</u>

Comparatives for movement in funds

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
Unrestricted funds			
General fund	68,145	24,251	92,396
	<u>68,145</u>	<u>24,251</u>	<u>92,396</u>
TOTAL FUNDS	<u>68,145</u>	<u>24,251</u>	<u>92,396</u>

Tenbury Transport Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	89,191	(64,940)	24,251
TOTAL FUNDS	<u>89,191</u>	<u>(64,940)</u>	<u>24,251</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	68,145	33,377	101,522
TOTAL FUNDS	<u>68,145</u>	<u>33,377</u>	<u>101,522</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	177,976	(144,599)	33,377
TOTAL FUNDS	<u>177,976</u>	<u>(144,599)</u>	<u>33,377</u>

All funds are held in a General unrestricted fund and are available to use in accordance with the charitable activities at the discretion of the trustees.

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.