

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 2023
for
Tenbury Transport Trust

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

Tenbury Transport Trust

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Tenbury Transport Trust

Report of the Trustees for the Year Ended 31 March 2023

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 2023. 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 a small rise in the number of volunteers and a many more clients are now joining us, at a rate of about 15 per month. The Trust has many supporters in the area and during 2022/23 the Trust was fortunate in that it continued to be supported by donations, was able to access various grants and, from our own income-generating services. All of which have enabled the Trust to maintain its financial operating position.

The Trust was able to provide journeys for clients as part of our 'out and About' project due to funding of £2,500 from Worcestershire County Council which was aimed at reducing loneliness and isolation. Agreeing a strategy aimed at growth and development, since January 2021 the Trust has hugely increased its client base having invested in social media and advertising and upgraded our IT systems to make more and better use of our 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. The Trust has a Facebook page and a website.

In the year ended 31 March 2023 total income amounted to £74,476 (2022: £113,785). £80,094 (2022: £82,892) was used to defray expenses. At the start of the period total funds brought forward were £123,159 (2022:£92,396). At the end of the period this had fallen to £117,541 (2022: risen to £123,159).

A prior year adjustment was made during the year to reflect assets owned by the Trust but not previously shown on its balance sheet.

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 2023

Tenbury Transport has been in operation since the late 1990's becoming a charity in 2014.

It is governed by its Constitution adopted in 2014 and developed further in 2020 to reflect the changes required of its management structure. It remains however, 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 six trustees, one of whom is the Chair, with a requirement for a seventh trustee. Their role is to oversee the management and direction of the Trust and two paid administrative officers 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 GDPR, safeguarding and health and safety and is currently reviewing the status of its DBS holders. The Trust has now introduced 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 is part of the Worcestershire Community Transport Consortium which links all community transport operators along 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

2022/2023 brought with it many challenges, particularly in the recruitment of volunteer drivers. However, 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 lucky 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

Trustees

W White
B C Roberts
L Taylor
E K Padwick
M N Willis (resigned 30.6.23)
L Rickett

Tenbury Transport Trust

**Report of the Trustees
for the Year Ended 31 March 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

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 14 November 2023 and signed on its behalf by:

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 2023.

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

14 November 2023

Tenbury Transport Trust

Statement of Financial Activities for the Year Ended 31 March 2023

		2023 Unrestricted fund £	2022 Total funds as restated £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	14,446	43,204
Charitable activities	5		
Community transport		58,703	69,685
Other trading activities	3	669	423
Investment income	4	456	242
Other income	6	202	231
Total		<u>74,476</u>	<u>113,785</u>
EXPENDITURE ON			
Raising funds		-	130
Charitable activities			
Community transport		<u>80,094</u>	<u>82,892</u>
Total		<u>80,094</u>	<u>83,022</u>
NET INCOME/(EXPENDITURE)		(5,618)	30,763
RECONCILIATION OF FUNDS			
Total funds brought forward			
As previously reported		101,522	92,396
Prior year adjustment	12	<u>21,637</u>	<u>-</u>
As restated		<u>123,159</u>	<u>92,396</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>117,541</u></u>	<u><u>123,159</u></u>

The notes form part of these financial statements

Tenbury Transport Trust

Balance Sheet 31 March 2023

	Notes	2023 Unrestricted fund £	2022 Total funds as restated £
FIXED ASSETS			
Tangible assets	13	41,235	22,038
CURRENT ASSETS			
Debtors	14	160	-
Prepayments and accrued income		3,356	1,796
Cash at bank and in hand		74,616	100,532
		<u>78,132</u>	<u>102,328</u>
CREDITORS			
Amounts falling due within one year	15	-	(347)
NET CURRENT ASSETS		<u>78,132</u>	<u>101,981</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		119,367	124,019
ACCRUALS AND DEFERRED INCOME	16	(1,826)	(860)
NET ASSETS		<u>117,541</u>	<u>123,159</u>
FUNDS	17		
Unrestricted funds		<u>117,541</u>	<u>123,159</u>
TOTAL FUNDS		<u>117,541</u>	<u>123,159</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 2023

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 14 November 2023 and were signed on its behalf by:

L Taylor - Trustee

**Notes to the Financial Statements
for the Year Ended 31 March 2023**

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.

Fixtures and fittings	- 15% on reducing balance
Motor vehicles	- 15% on reducing balance
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

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES - continued

Debtors

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.

2. DONATIONS AND LEGACIES

	2023	2022 as restated
	£	£
Donations	4,158	30,684
Grants	9,138	11,227
Membership fees	1,150	1,293
	<u>14,446</u>	<u>43,204</u>
	2023	2022
	£	£
Pershore & District Volunteer Centre grant	7,138	7,957
Other grants	2,000	3,270
	<u>9,138</u>	<u>11,227</u>

3. OTHER TRADING ACTIVITIES

	2023	2022 as restated
	£	£
Fundraising events	<u>669</u>	<u>423</u>

4. INVESTMENT INCOME

	2023	2022 as restated
	£	£
Deposit account interest	<u>456</u>	<u>242</u>

5. INCOME FROM CHARITABLE ACTIVITIES

		2023	2022 as restated
	Activity	£	£
Service contract	Community transport	7,552	25,378
Fares	Community transport	37,682	33,221
Mileage	Community transport	13,469	11,086
		<u>58,703</u>	<u>69,685</u>

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

6. OTHER INCOME

	2023	2022 as restated
	£	£
Sundry income	202	231
	<u>202</u>	<u>231</u>

7. SUPPORT COSTS

	Management	Governance	Totals
	£	costs £	£
Community transport	41,676	5,506	47,182
	<u>41,676</u>	<u>5,506</u>	<u>47,182</u>

Included within sundries are costs in relation to gestures of goodwill to volunteers totalling £391.00 (2022: £285.00).

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

Management

	2023	2022 as restated
	Community transport £	Total activities £
Wages	29,261	29,010
Pensions	770	411
Telephone	1,299	1,437
Postage and stationery	785	600
Sundries	1,147	1,167
Computer costs	4,482	3,219
Training	-	551
Travelling expenses	141	71
Depreciation of tangible and heritage assets	3,791	4,220
	<u>41,676</u>	<u>40,686</u>

Governance costs

	2023	2022 as restated
	Community transport £	Total activities £
Independent examination fees	1,435	876
Professional fees	4,071	3,972
	<u>5,506</u>	<u>4,848</u>

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

8. NET INCOME/(EXPENDITURE)

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

	2023	2022 as restated
	£	£
Depreciation - owned assets	3,791	4,220
Other operating leases	3,300	3,300
	<u> </u>	<u> </u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Expenses were reimbursed to 0 trustees (2022 : 0 trustee) for travel on the charity's business.

10. STAFF COSTS

	2023	2022 as restated
	£	£
Wages and salaries	29,261	29,010
Other pension costs	770	411
	<u> </u>	<u> </u>
	<u>30,031</u>	<u>29,421</u>

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

	2023	2022 as restated
Full time staff	-	1
Part time staff	3	3
	<u> </u>	<u> </u>
	<u>3</u>	<u>4</u>

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

The full time equivalent is estimated to be 2 (2022 : 1)

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 £10,695 (2021 : £11,386).

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund as restated £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	43,204
Charitable activities	
Community transport	69,685
Other trading activities	423
Investment income	242
Other income	231
Total	<u>113,785</u>
EXPENDITURE ON	
Raising funds	130
Charitable activities	
Community transport	<u>82,892</u>
Total	<u>83,022</u>
NET INCOME	30,763
RECONCILIATION OF FUNDS	
Total funds brought forward	92,396
TOTAL FUNDS CARRIED FORWARD	<u><u>123,159</u></u>

12. PRIOR YEAR ADJUSTMENT

The financial statements include a prior year adjustment to reflect assets owned by the Trust but not previously shown on its balance sheet.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

13. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2022	-	140	25,000	1,362	26,502
Additions	-	-	21,995	993	22,988
	<u>-</u>	<u>140</u>	<u>21,995</u>	<u>993</u>	<u>22,988</u>
At 31 March 2023	-	140	46,995	2,355	49,490
	<u>-</u>	<u>140</u>	<u>46,995</u>	<u>2,355</u>	<u>49,490</u>
DEPRECIATION					
At 1 April 2022	-	21	3,750	693	4,464
Charge for year	18	-	262	3,511	3,791
	<u>18</u>	<u>-</u>	<u>262</u>	<u>3,511</u>	<u>3,791</u>
At 31 March 2023	18	21	4,012	4,204	8,255
	<u>18</u>	<u>21</u>	<u>4,012</u>	<u>4,204</u>	<u>8,255</u>
NET BOOK VALUE					
At 31 March 2023	(18)	119	42,983	(1,849)	41,235
	<u>(18)</u>	<u>119</u>	<u>42,983</u>	<u>(1,849)</u>	<u>41,235</u>
At 31 March 2022	-	119	21,250	669	22,038
	<u>-</u>	<u>119</u>	<u>21,250</u>	<u>669</u>	<u>22,038</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022 as restated
	£	£
Trade debtors	160	-
	<u>160</u>	<u>-</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022 as restated
	£	£
Trade creditors	-	343
Other creditors	-	4
	<u>-</u>	<u>347</u>

16. ACCRUALS AND DEFERRED INCOME

	2023	2022 as restated
	£	£
Accruals and deferred income	1,826	860
	<u>1,826</u>	<u>860</u>

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

17. MOVEMENT IN FUNDS

	At 1.4.22 £	Prior year adjustment £	Net movement in funds £	At 31.3.23 £
Unrestricted funds				
General fund	101,522	21,637	(5,618)	117,541
TOTAL FUNDS	<u>101,522</u>	<u>21,637</u>	<u>(5,618)</u>	<u>117,541</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	74,476	(80,094)	(5,618)
TOTAL FUNDS	<u>74,476</u>	<u>(80,094)</u>	<u>(5,618)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	92,396	30,763	123,159
TOTAL FUNDS	<u>92,396</u>	<u>30,763</u>	<u>123,159</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	113,785	(83,022)	30,763
TOTAL FUNDS	<u>113,785</u>	<u>(83,022)</u>	<u>30,763</u>

Tenbury Transport Trust

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

17. MOVEMENT IN FUNDS - continued

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

	At 1.4.21 £	Prior year adjustment £	Net movement in funds £	At 31.3.23 £
Unrestricted funds				
General fund	92,396	21,637	25,145	139,178
TOTAL FUNDS	<u>92,396</u>	<u>21,637</u>	<u>25,145</u>	<u>139,178</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	188,261	(163,116)	25,145
TOTAL FUNDS	<u>188,261</u>	<u>(163,116)</u>	<u>25,145</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.

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.