

RAMSBURY COMMUNITY TRANSPORT C.I.O.

Trustee's Annual Report 2021-2022

Objectives

The object of the CIO is to provide a community transport service for the inhabitants of Ramsbury and its neighbourhood who are in need of such services because of age sickness disability (mental or physical) or poverty or because of a lack of availability of adequate and safe public services.

Activities

We provide bus services which result from consultation with people living in our village and the surrounding area and are designed to provide the maximum benefit to those in need of them.

The main beneficiaries are people who would otherwise not be able to access shops, the Doctors surgery etc. Consequently, these individuals' quality of life is enhanced by the reduction in isolation, ability to access shops and services, and improved health monitoring, providing potentially longer life expectancy. Furthermore, the public will benefit by the alleviation of isolation and the integration of the those who have need of our services with society, and better chances of securing work where lack of adequate public transport facilities have prevented this. We do not anticipate that any harm will result to beneficiaries from the provision of our services. All of our drivers are qualified and receive appropriate training. Our bus services are available to all residents in the area of benefit but they are aimed at those who have special need for such services. No trustee or any organisation connected with any trustee will receive any benefit from our services otherwise than by virtue of living in the area of benefit and having need for public transport facilities.

Public Benefit

Prior to the outbreak of the Covid 19 Pandemic, RCT provided the following local bus services:-

- Twice weekly shopping trips to Hungerford from the surrounding areas.
- Monthly shopping trips to Newbury
- Bi Monthly Shopping Trips to Marlborough
- Twice weekly services to the Ramsbury Medical Surgery to and from Ramsbury and surrounding villages.
- Transport facility for local clubs and organisations.eg Scouts etc.
- Day Excursions

Due to government legislation, in response to the Covid19 outbreak, all our activities were suspended from the 23rd March until the 11th September 2020. Following this initial period of lockdown, we introduced twice weekly pre-bookable services, which fully comply with the regulations relating to maximum numbers of passengers and social distancing etc. We continued to monitor the status of the Pandemic and updated our services accordingly until we resumed normal timetables on the 1st September 2021.

The CIO will conduct regular health and safety risk assessments in relation to volunteers, the buses, the service routes, and the service users who have impaired mobility, and plan accordingly. The CIO will use its best endeavours not to turn away anyone who needs our services: the only reason why we may have to turn anyone away is where our risk assessments indicate that our buses are unsuitable or that the risk of harm to the service user or our volunteers is too high.

Most services are provided free of charge, since, at least ninety percent of our passengers have bus passes, as a result of age or infirmity. In this case, we recover a proportion of the cost of the “commercial fare” from the Wiltshire or Berkshire County Councils. Those passengers who do not have bus passes pay a cash fare which is significantly lower than that charged by the local commercial bus operator.

Structure, governance and Management

The governing document for Ramsbury Community Transport C.I.O. is our constitution dated 26th February, 2014, which, is based on the foundation model issued by the Charity Commission. We are constituted as a Charitable Incorporated Organisation.

The method used to recruit new trustees is specified in our constitution.

Reference and administrative details

Name: Ramsbury Community Transport C.I.O.

Charity Registration Number: 1156281

Registered Address: 2 The Paddocks, Ramsbury, Marlborough, Wiltshire, SN8 2QF

Charity Trustees: Christopher Morgan, Ronald Young, Graham Cherrington, Carena Dennis, Charles Vere-Whiting & Caspar Helmer

Committee Members: Janet Hunter, Linda Curtis (retired 2022) & Ewan Robbie.

We would like to take this opportunity to welcome Vanessa Cherryl (Secretary) and Kingsley setter to the committee during 2022. We would also like to thank Linda Curtis for her valuable contribution to the charity and wish her well for the future.

Achievements and Performance

Since the last Annual Report in January 2022, the following significant achievements have been realised:-

- Following a donation from the Parish Council towards the cost we have replaced our minibus with a new Mercedes based vehicle in the hope of reducing maintenance costs and if necessary extending the life of the bus.
- We have fully resumed all services and are beginning to see passenger numbers rise to pre-Covid levels.
- We continued our commitment to MiDAS training of all drivers.

Financial Review

The accounts have been prepared on an accruals basis.

The final accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities Statement of Recommended Practice FRSSE SORP (2015) for small charities.

The reserves policy of the charity dictates our aim to maintain reserves for at least 2 years operational cost. We also seek to set aside a certain amount per annum for the replacement of our bus which we endeavour to do on a 5 year cycle. Given recent high inflation and even assuming a drop to 5% over the next few years we can expect the cost of our next bus to be in excess of £90k. We would therefore need to set aside a£18k per annum. This may be unachievable in the current economic environment and we may have to delay the next replacement accordingly.

Despite the pandemic, at this date, because of our reserves policy, there are no immediate concerns over the financial viability of the charity providing there are no significant changes in the provision of external funds such as grants. Revenues continue to be down on 2019 (the last full year without Covid), but income is increasing again and the trustees remain confident that sufficient funds can be obtained to maintain the operation of our services.

The charity has no subsidiary or associated undertakings.

We would particularly like to thank Ramsbury and Axford Parish Council for their generous grant of £22,000 towards the cost of the new bus delivered in February 2022. The charity's 5year plan includes sums being accrued by the council, who have committed to continue this arrangement, which is very much appreciated.

Acknowledgements

In conclusion, I would take this opportunity to express my sincere thanks to everyone involved in the running of the Ramsbury Community Transport for the contribution they make to the organisation and operation of an important service to our community I would particularly mention the following individuals and organisations:

- Volunteer Drivers
- The Bus Cleaning Team
- Trustees & Committee Members
- Elaine at the Ramsbury Post Office
- Midway Stores
- Steve Sherman – External Auditor
- Ramsbury and Axford Parish Council
- Wiltshire Council
- Community First
- Scapa Healthcare for providing a parking space
- Trevor Hunter

This Report was prepared on behalf of the Trustees of Ramsbury Community Transport C.I.O.

Christopher Morgan
Chairman & Trustee
12th January, 2023

Ramsbury Community
Transport
CIO



CHARITY COMMISSION
FOR ENGLAND AND WALES

**Independent examiner's report on the
accounts**

Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Ramsbury Community Transport CIO

**On accounts for the year
ended**

31st March, 2022

**Charity no
(if any)**

1156281

Set out on pages

3 and 4

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

13/12/2022

Name:

Stephen Sherman

**Relevant professional
qualification(s) or body**

Fellow of the Institute of Chartered Accountants in England and Wales

(if any):

Address: 10 Burdett Street

Ramsbury

Wiltshire SN8 2QX

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None .

Ramsbury Community Transport CIO - SOFA

| | Y/E 31/03/22 | Y/E 31/03/21 |
|--------------------------------------|-------------------|-------------------|
| Sales | | |
| Bus Pass Income Berks (4007) | 1,320.46 | 900.05 |
| Bus Pass Income Wilts (4006) | 2,420.48 | 2,362.63 |
| Community Hire (4001) | 210.17 | 0.00 |
| Donations (10011) | 68.60 | 1,892.92 |
| Excursion (4005) | 246.20 | 0.00 |
| Froxfield Service Allowance (4008) | 2,754.00 | 2,602.80 |
| Grant - Community First (10020) | 550.00 | 0.00 |
| Grant - Ramsbury & Axford PC (10019) | 22,000.00 | 0.00 |
| Grant - Wilts CC Grant (10003) | 3,430.00 | 3,430.00 |
| Interest (10010) | 6.68 | 105.29 |
| Private Hire (4004) | 455.86 | 0.00 |
| Sale of Assets (4200) | 12,000.00 | 0.00 |
| Scheduled Services (4003) | 29.60 | 0.00 |
| Service and Other Income (4900) | 0.00 | 227.50 |
| Surgery (4002) | 1,133.16 | 327.18 |
| Total Sales | £46,625.21 | £11,848.37 |
| Direct Expenses | | |
| Cost of Sales - Goods (5000) | 200.00 | 0.00 |
| Depreciation | 0.00 | 0.00 |
| Fuel (10007) | 1,195.85 | 514.32 |
| Insurance (7610) | 2,007.08 | 1,318.52 |
| Regular Maintenance (10008) | 3.99 | 0.00 |
| Total Direct Expenses | £3,406.92 | £1,832.84 |
| GROSS PROFIT / LOSS | £43,218.29 | £10,015.53 |
| Overheads | | |
| General expenses (8200) | 186.45 | 15.99 |
| Marketing (6200) | 100.00 | 95.00 |
| Motor (7300) | 814.89 | 599.37 |
| Office costs (7500) | 216.00 | 265.83 |
| Professional fees | 0.00 | 0.00 |
| Repairs and renewals | 0.00 | 0.00 |
| Subscriptions | 0.00 | 0.00 |
| Other Deductions (7009) | 75.00 | 0.00 |
| Telephone (10014) | 268.62 | 651.25 |
| Training (10012) | 790.00 | 1,482.20 |
| Web and Internet (10015) | 61.27 | 159.10 |
| Total Overheads | £2,512.23 | £3,268.74 |
| NET PROFIT / LOSS | £40,706.06 | £6,746.79 |

C. Hemmington

Treasurer 11/12/22

Ramsbury Community Transport CIO - Balance Sheet

| Date | 31/03/22 | 31/03/21 |
|-----------------------------------|--------------------|-------------------|
| ASSETS | | |
| Fixed Assets | 66,926.00 | 12,741.20 |
| Total Fixed Assets | £66,926.00 | £12,741.20 |
| Current Assets | | |
| Sales invoices not paid (1100) | 1,148.99 | 2,769.97 |
| Current (1200) | 16,443.52 | 13,611.35 |
| Cash in Hand (1210) | 349.25 | 16.50 |
| Ramsbury Community Bus (10000) | 51,416.29 | 66,409.61 |
| Total Current Assets | £69,358.05 | £82,807.43 |
| TOTAL ASSETS | £136,284.05 | £95,548.63 |
| LIABILITIES | | |
| Current Liabilities | | |
| Purchase invoices not paid (2100) | 62.07 | |
| VAT | -50.45 | -17.74 |
| Total Current Liabilities | £11.62 | -£17.74 |
| Future Liabilities | | |
| Total Future Liabilities | £0.00 | £0.00 |
| TOTAL LIABILITIES | £11.62 | -£17.74 |
| TOTAL NET ASSETS | £136,272.43 | £95,566.37 |
| EQUITY | | |
| Profit & Loss Account (3100) | 82,964.99 | 82,964.99 |
| Net Profit / Loss (prior year(s)) | 12,601.38 | 5,854.59 |
| Net Profit / Loss (current year) | 40,706.06 | 6,746.79 |
| TOTAL EQUITY | £136,272.43 | £95,566.37 |

G. Charnock
Treasurer 11/12/22

Ramsbury Community
Transport
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CHARITY COMMISSION
FOR ENGLAND AND WALES

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