

# **RAMSBURY COMMUNITY TRANSPORT C.I.O.**

## **Trustee's Annual Report 2022-2023**

### **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 also 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**

Ramsbury Community Transport provides 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

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 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 26<sup>th</sup> February, 2014, which, is based on the foundation model issued by the Charity Commission. We are constituted as a Charitable Incorporated Organisation. The constitution was amended in Jan 2023 to allow trustees to serve more than 3 terms.

## **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 on 31/03/2023: Christopher Morgan, Ronald Young, Graham Cherrington, Carena Dennis, Kingsley Setter & Caspar Helmer

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

We would like to welcome Kingsley Setter as a new trustee from Jan '23. We would also like to take this opportunity to welcome Isla BissBolissian (as new Treasurer) and Vanessa Cherryl (Secretary) to the committee during 2022 / 23. Graham Cherrington, our previous Treasurer is staying on as a trustee. We also welcomed Carena back to the area. She has assumed the marketing role and is already making a significant impact. As he is no longer resident in the UK, Charles Vere-Whiting resigned as a trustee. The members would like to thank him for his long service to the CIO.

## **Achievements and Performance**

Since the last Annual Report in January 2023, the following significant achievements have been realised:-

- New concession rates were agreed with both Wiltshire and West Berkshire councils.
- Passenger numbers have continued to return to pre Covid levels in all areas of our services save for clients going to the GP surgery and community hire.
- We continued our commitment to MiDAS training of all drivers.
- We have received a 10 user Microsoft 365 licence to help improve our administration.

## **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. The charity's 7 year plan includes sums being accrued by the Ramsbury and Axford Parish Council, who have committed to continue this arrangement, which is very much appreciated. Our Wiltshire Council grant however continues to reduce. Other revenues also continue to be down on 2019 (the last full year without Covid). That said, overall income is, for now, stable but with reducing grant income and costs rising, we continue to be vigilant. The trustees remain confident that sufficient funds can be obtained to maintain the operation of our services but new sources of funds will be required over the next few years, particularly to fund the purchase of our next bus in 5 to 7 years' time.

The charity has no subsidiary or associated undertakings.

### **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 and colleagues 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  
8<sup>th</sup> July, 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

31<sup>st</sup> March, 2023

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 **31/03/2023**.

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:

23/07/2023

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.

Charity (if any)	On accounts for the year ended	Get out on pages
	31st March 2023	3 and 4
<p>I report to the trustees on my examination of the accounts of the above charity (the Trust) for the year ended 31st March 2023.</p> <p>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).</p> <p>I report in respect of my examination of the Trust's accounts ended on 31st March 2023, under section 143 of the 2011 Act and in carrying out my examination, I have followed all the applicable Disclosure Guidance given by the Charity Commission under section 143(1) of the Act.</p> <p>I have completed my examination, I confirm that no material matters have come to my attention in connection with the examination (other than those disclosed below) which gives me cause to believe that any material misstatement exists.</p> <ul style="list-style-type: none"><li>• The accounting records were not kept in accordance with section 100 of the Charities Act 2011.</li><li>• The accounts did not comply with the accounting standards.</li><li>• The accounts did not comply with the disclosure requirements.</li></ul> <p>Concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008, there is no any material misstatement that the accounts give a true and fair view which is not a material misstatement as part of an independent examination.</p> <p>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 made.</p> <p>I have given the words in the brackets a very brief explanation.</p> <p>Signature: _____ Name: Stephen Brown / Co Date: _____</p>		



# **Ramsbury Community Transport CIO - Balance Sheet 31/03/2023**

Date	31/03/2023	31/03/22
<b>ASSETS</b>		
Fixed Assets		
Assets - Cost (0001)	109,427.00	107,162.00
Assets - Accumulated Depreciation (0002)	-54,074.00	-40,236.00
Total Fixed Assets	55,353.00	£66,926.00
Current Assets		
Sales invoices not paid (1100)	1,260.36	1,148.99
Current (1200)	17,269.73	16,656.77
Cash in Hand (1210)	31.50	136.00
Ramsbury Community Bus (10000)	51,524.08	51,416.29
Total Current Assets	70,085.67	£69,358.05
<b>TOTAL ASSETS</b>	<b>125,438.67</b>	<b>£136,284.05</b>
<b>LIABILITIES</b>		
Current Liabilities		
Purchase invoices not paid (2100)	24.68	62.07
Accruals (10006)	0.00	0.00
VAT	20.00	-50.45
VAT on Purchases (2201)	-64.13	0.00
VAT on Sales (2200)	-875.17	0.00
Total Current Liabilities	-894.62	£11.62
Future Liabilities		
Total Future Liabilities	0.00	£0.00
<b>TOTAL LIABILITIES</b>	<b>-894.62</b>	<b>£11.62</b>
<b>TOTAL NET ASSETS</b>	<b>126,333.29</b>	<b>£136,272.43</b>
<b>EQUITY</b>		
Net Profit / Loss		
Profit & Loss Account (3100)	82,366.34	82,964.99
Net Profit / Loss (prior year(s))	53,307.44	12,601.38
Net Profit / Loss (current year)	-9,340.54	40,706.06
<b>TOTAL EQUITY</b>	<b>126,333.24</b>	<b>£136,272.43</b>

*L Cherry*

Trustee

06/07/2023



## Ramsbury Community Transport CIO - SOFA

Y/E 31/03/23 Y/E 31/03/22

### Sales

Community Hire (4001)	690	210
Surgery (4002)	1,270	1,133
Scheduled Services (4003)	104	30
Private Hire (4004)	1,514	456
Excursion (4005)	951	246
Bus Pass Income Berks (4007)	863	1,320
Bus Pass Income Wilts (4006)	1,989	2,420
<b>Total Sales</b>	<b>7,380</b>	<b>5,816</b>

### Other Income

Grant - Wilts CC Grant (10003)	3,430	3,430
Interest (10010)	108	10
Donations (10011)	159	69
Grant - Ramsbury & Axford PC (10019)	0	22,000
Grant - Community First (10020)	589	550
Froxfield Service Allowance (4008)	2,835	2,754
Sale of Assets (4200)	0	12,000
Other Income (4900)	0	0
<b>Total Other Income</b>	<b>7,122</b>	<b>40,813</b>

**Total Income** 14,502 46,629

### Direct Expenses

Cost of Sales - Goods (5000)	229	200
Insurance (7610)	1,892	2,007
Fuel (10007)	2,599	1,196
Motor (7300)	847	815
Repairs and renewals	3,076	0
<b>Total Direct Expenses</b>	<b>8,643</b>	<b>4,222</b>

**Depreciation** 13,838 0

**Gross Surplus / Loss** -7,979 42,407

### Overheads

Training (10012)	570	790
Telephone (10014)	257	269
Bank charges & interest paid (7900)	0	0
Web and Internet (10015)	79	61
Marketing (6200)	23	100
Other Deductions (7009)	0	75
Travel and Entertainment	16	0
Office costs (7500)	270	216
Professional fees	35	0
General expenses (8200)	110	186
Subscriptions		0

**Total Overheads** 1,361 1,697

**NET SURPLUS / LOSS** -9,341 40,709

*L Cherry*  
Trustee  
06/07/2023