

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

## **Trustee's Annual Report 2023-2024**

### **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), poverty or because of a lack of availability of adequate and safe public services.

### **Activities**

We provide bus services for people living in our village and the surrounding area that 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 Doctor's surgery etc. Consequently, these individuals' quality of life is enhanced by the reduction in isolation, the ability to access shops and services, and improved health monitoring, which provides, potentially, longer life expectancy. Many of our clients benefit by the alleviation of isolation together with better access to facilities. 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 a 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
- Weekly 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, some who may 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 bus is unsuitable or that the risk of harm to the 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 these cases, 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: 8 Ashley Piece, Ramsbury, Marlborough, Wiltshire, SN8 2QE

Charity Trustees on 31/03/2024: Christopher Morgan, Ronald Young, Graham Cherrington, Carena Dennis, Kingsley Setter, Isla Bissbolissian

Committee Members:, Janet Hunter, Vanessa Cherryl (Secretary) & Ewan Robbie.

Kingsley Setter became Chairman during 2024. Graham Cherrington, our previous Treasurer is staying on as a trustee. We would like to thank Chris Morgan and Ron Young for their long service to the CIO which was recognised by Wiltshire Community First. Although they have retired from their formal posts with the organisation both have agreed to stay on as trustees and provide occasional help.

## **Achievements and Performance**

Since the last Annual Report in January 2024, the following significant achievements have been realised:-

- New concession rates were agreed with both Wiltshire and West Berkshire councils.
- Passenger numbers have continued to increase 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.

## **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.

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 does not reflect inflation and therefore continues to fall in real terms. Other revenues are now rising again and 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
- Trustees & Committee Members
- Staff 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.

Kingsley Setter  
Chairman & Trustee  
5<sup>th</sup> January, 2025

**Ramsbury Community Transport CIO - Balance Sheet 31/3/2024**

Date	31/03/2024	31/03/2023
<b>Tangible Fixed Assets</b>		
Fixed Assets		
Assets - Cost at 1st April 2023	55,353	66,926
Additions	0	2,265
Depreciation charged in the year	-13,838	-13,838
<b>Carrying Amount</b>	<b>41,515</b>	<b>55,353</b>
<b>Current Assets</b>		
Sales Invoices Not Paid	1,375	1,260
Santander Current Account	8,106	17,270
Lloyds Current Account	6,637	0
Santander Savings Account	62,137	51,524
Cash In Hand	263	32
<b>Total Current Assets</b>	<b>78,518</b>	<b>70,086</b>
<b>TOTAL ASSETS</b>	<b>120,033</b>	<b>125,439</b>
<b>Liabilities</b>		
Current Liabilities	0	0
Purchase Invoices Not Paid	-35	25
Accruals	0	0
VAT	0	20
VAT on purchases	96	-64
Vat on sales	0	-875
<b>Total Current Liabilities</b>	<b>61</b>	<b>-894</b>
<b>Total Future Liabilities</b>	<b>0</b>	<b>0</b>
<b>TOTAL LIABILITIES</b>	<b>61</b>	<b>-894</b>
<b>TOTAL NET ASSETS</b>	<b>120,094</b>	<b>126,333</b>
<b>Fund and Reserves</b>		
Unrestricted Designated Funds	103,652	107,771
Unrestricted General Funds	16,442	18,562
	<b>120,094</b>	<b>126,333</b>

**Treasurer**

Name: Isla Bissbolissian

Signature: 

Date: 26.10.24.

**Independent Examiner**

Name: Stephen Sherman

Signature: 

Date:

21/10/2024

Ramsbury Community Transport CIO - SOFA

Sales	2023-24	2022-23
Community Hire	102	690
Surgery Patient Transport	1,292	1270
Scheduled Services	108	104
Private Hire	1,860	1514
Day Trips	1,542	951
West Berks	1,388	863
Wiltshire Bus Pass	2,959	1989
<b>Total Income</b>	<b>9,251</b>	<b>7381</b>

Other Income		
Community Transport Grant	2,744	3430
Interest Received	613	108
Donations	270	159
Grant - Community First	-	589
Froxfield Service Allowance RCT01	2,106	2835
Income from Charitable Activities	255	0
<b>Total Other Income</b>	<b>5,988</b>	<b>7121</b>

Direct Expenses		
Insurance	-1,950	-1,892
Bus Fuel	-2,046	-2,599
Bus Repair	-735	-3,076
Bus Maintenance	-863	-847
Driver Training	-407	-570
Bus Permits and Certificates	-246	-229
Parking	-27	-16

<b>Total Direct Expenses</b>	<b>-6,274</b>	<b>-9,229</b>
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<b>Depreciation</b>	<b>-13,838</b>	<b>-13,838</b>
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<b>Gross Surplus / Loss</b>	<b>-4,873</b>	<b>-8,565</b>
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Overheads		
Phones	-275	-257
Charity Management & Administration	-841	-517
Refunds	-29	0
Charitable Activities	-10	0
Other Expenditure	-210	0
<b>Total Overheads</b>	<b>-1,365</b>	<b>-774</b>

<b>NET SURPLUS / LOSS</b>	<b>-6,238</b>	<b>-9,339</b>
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Treasurer


Name: Isla Bissbolissian

Signature: 

Date: 26.10.24

Independent Examiner

Name: Stephen Sherman

Signature: 

Date: 21/10/2024



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

31/03/2024

Charity no  
(if any)

1156281

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date: 21/10/2024

Name:

Stephen Paul Sherman

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

Fellow of the Institute of Accountants in England and Wales

Address:

10, Burdett Street, Ramsbury,  
Wiltshire, SN8 2QX

**Section B****Disclosure**

Only complete if the examiner needs to highlight 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.**

Nothing to disclose.