

THE MIDHURST COMMUNITY BUS

FINANCIAL STATEMENTS

- For the year ended -

31 MARCH 2021

THE MIDHURST COMMUNITY BUS

TRUSTEES

P Mellings (Chairman)
A Mardle (Treasurer)
L Grocott
R Hill
G Jackson

REGISTERED OFFICE

Greens Court
West Street
Midhurst
West Sussex
GU29 9NQ

INDEPENDENT EXAMINER

R Morrison
Chinthurst
June Lane
Midhurst
West Sussex
GU29 9EW

CHARITY NUMBER

1162657

THE MIDHURST COMMUNITY BUS

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FOR THE YEAR ENDED 31 MARCH 2021**

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THE MIDHURST COMMUNITY BUS

REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year to 31 March 2021. The financial statements comply with the current statutory requirements and with the requirements of the Constitution dated 14 July 2015, the Charity's governing document.

The Midhurst Community Bus (MCB) has been registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) (Registration Number 1162657).

OBJECTS OF MCB

As set out in the Constitution, the objects of MCB are to provide transport facilities in Midhurst, West Sussex, and its neighbourhood ("area of benefit") for people who have special need of such facilities because they are elderly, poor or disabled, people with young children or those living in isolated areas where there are no adequate public transport facilities.

In furtherance of the above but not further or otherwise, MCB has the following powers:

- (a) to borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with Sections 124 and 125 of the Charities Act 2011 if it wishes to mortgage land;
- (b) to buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- (c) to sell, lease or otherwise dispose of any or all of the property belonging to the CIO. In exercising this power the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- (d) to employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a Charity Trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to Charity Trustees and connected persons) and provided it complies with the conditions of that clause;
- (e) to deposit or invest funds, employ a professional fund manager and arrange for the investments or other property of the CIO to be held in the name of a nominee in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

THE TRUSTEES AND THEIR POWERS AND FUNCTIONS

During the period under review the Trustees of MCB have been;

Paul Mellings (Chairman)
Alain Mardle (Honorary Treasurer)
Lea Grocott
Rowena Hill
George Jackson

The Trustees met three times during the period.

The Trustees have established a General Purposes Committee to manage the day-to-day activities of the MCB.

THE MIDHURST COMMUNITY BUS

REPORT OF THE TRUSTEES – CONTINUED

CHARITABLE ACTIVITIES

Over the period of this report the principal activity of MCB has been the operation of the Midhurst Yellow Bus (MYBus) in Midhurst and the surrounding villages. During the period restrictions caused by the pandemic meant that MYBus had to suspend its normal services. This included its work with the Sir Geoffrey Todd Trust on provision of a shopping service for individuals with mobility challenges. It is expected that full bus operations will restart in July.

During the autumn a very limited service ran to take passengers to Petersfield so that they could visit a bank.

Despite carrying no passengers West Sussex County Council continued to pay the concessionary fares at the pre lockdown levels, which provided essential revenue.

The Trustees are extremely grateful to our Volunteers without which we would not be able to provide the services that we do.

FINANCIAL DEVELOPMENT

Largely thanks to the generous sponsorship of local organisations and business, and the support of parish and town councils, together with West Sussex County Council, the period reported on in the Financial Statements has been a positive one for MCB.

RESERVES POLICY

It is the policy of MCB that unrestricted net current assets (debtors & prepayments, plus cash at bank, less current liabilities) which have not been designated for a specific purpose should be maintained at a level equivalent to six months' forecast expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue MCB's current activities while consideration is given to ways in which additional funds may be raised.

The coming months continue to bring a large amount of uncertainty.

The trustees believe that existing sources of income will continue to suffer. The economic downturn is having an impact on sponsorship and donations. It is not known whether West Sussex County Council will continue to provide the annual operating grant.

The transfers of funds between Unrestricted funds, Designated and Restricted funds are:

Net current assets for Unrestricted funds are £4,438, this being six months' forecast expenditure (Forecast annual running expenses excluding depreciation are £9,000).

£2,500 transferred to General fund from the designated Contingency fund. This covers part of the operating deficit of £2,777 for the year. The balance carried forward on the Contingency fund is £7,500 which represents a reserve to cover potential additional costs and decrease in income over the coming months.

There is no transfer to or from Vehicle Replacement Reserve fund which remains at £24,000.

THE MIDHURST COMMUNITY BUS

REPORT OF THE TRUSTEES (CONTINUED)

RISK FACTORS

The Trustees have assessed the major risks to which the association is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

RESPONSIBILITIES OF THE TRUSTEES

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements the Trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PUBLIC BENEFIT STATEMENT

The Trustees are satisfied that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the public benefit guidance issued by the Charity Commission.



P Mellings
By Order of the Trustees

Date: 7 June 2021

THE MIDHURST COMMUNITY BUS

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE MIDHURST COMMUNITY BUS

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 5 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:-

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



R Morrison
Chinthurst
June Lane
Midhurst
West Sussex
GU29 9EW

Dated: 7 June 2021

THE MIDHURST COMMUNITY BUS

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income from:	1.3					
Donations & legacies		5,473	0	26,250	31,723	11,749
Charitable activities		4,516	0	0	4,516	4,998
Other trading activities		0	0	0	0	4,107
Investment income		198	0	0	198	287
	2	<u>10,187</u>	<u>0</u>	<u>26,250</u>	<u>36,437</u>	<u>21,141</u>
Expenditure on:	1.4					
Charitable activities	3	<u>12,964</u>	<u>0</u>	<u>0</u>	<u>12,964</u>	<u>15,954</u>
Net incoming (outgoing) resources for the year before transfers		(2,777)	0	26,250	23,473	5,187
Transfers between funds	8	<u>28,750</u>	<u>(2,500)</u>	<u>(26,250)</u>	<u>0</u>	<u>0</u>
Net incoming (outgoing) resources for the year		25,973	(2,500)	0	23,473	5,187
Fund balances brought forward		<u>29,192</u>	<u>34,000</u>	<u>0</u>	<u>63,192</u>	<u>58,005</u>
Fund balances carried forward	8	<u>55,165</u>	<u>31,500</u>	<u>0</u>	<u>86,665</u>	<u>63,192</u>

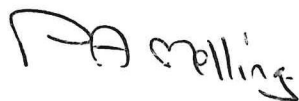
The notes on pages 7 to 11 form part of these financial statements

THE MIDHURST COMMUNITY BUS

BALANCE SHEET AT 31 MARCH 2021

	Notes	2021 £	2020 £
FIXED ASSETS	5	50,727	23,569
CURRENT ASSETS			
Debtors	6	8,911	3,958
Cash at bank and in hand		<u>27,334</u>	<u>36,474</u>
		36,245	40,432
CREDITORS: Amounts falling due within one year	7	<u>(307)</u>	<u>(809)</u>
NET CURRENT ASSETS		35,938	39,623
TOTAL ASSETS LESS CURRENT LIABILITIES		86,665	63,192
CREDITORS: Amounts falling due after one year		<u>0</u>	<u>0</u>
NET ASSETS		<u>86,665</u>	<u>63,192</u>
REPRESENTED BY:			
Unrestricted funds:			
General fund		55,165	29,192
Designated fund		31,500	34,000
Restricted funds		<u>0</u>	<u>0</u>
Total funds	8	<u>86,665</u>	<u>63,192</u>

The financial statements were approved by the Trustees on 7 June 2021 and signed on their behalf by:-



P Mellings
Chairman

The notes on pages 7 to 11 form part of these financial statements

THE MIDHURST COMMUNITY BUS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

1.1 Basis of Accounting

The accounts are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

1.2 Funds

MCB reviews incoming resources to determine whether any funds should be treated as restricted. Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in Note 10.

The Trustees have the power to set unrestricted funds aside for specific purposes. These funds are known as designated funds. The purposes and uses of the designated funds are set out in Note 8.

1.3 Income

Donations, legacies, grants and similar income are accounted for on a receipts basis.

Income from operating activities in furtherance of the objects of the charity are accounted for on an accruals basis.

Investment income represents interest on bank deposits and is accounted for on a receipts basis.

1.4 Expenditure

Direct charitable expenditure represents the running costs of the vehicle and the costs of administration of MCB. This is accounted for on an accruals basis.

1.5 Unpaid Trustees & Volunteers

The Trustees are unpaid in their capacity as Trustees. Neither this, nor the value of contributions by volunteers, is reflected within the Statement of Financial Activities.

1.6 Depreciation

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

Motor vehicles	- over seven years on a writing-down basis
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THE MIDHURST COMMUNITY BUS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. INCOME

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Donations & legacies:				
Donations, grants & sponsorship	2,954	26,250	29,204	5,329
Legacy	0	0	0	0
Memberships	19	0	19	20
Revenue support grant	2,500	0	2,500	2,500
Amortisation of loan	0	0	0	3,900
	<u>5,473</u>	<u>26,250</u>	<u>31,723</u>	<u>11,749</u>
Charitable activities:				
Fares (including concessions)	<u>4,516</u>	<u>0</u>	<u>4,516</u>	<u>4,998</u>
Other trading activities:				
Fund-raising	0	0	0	1,493
Hirings	0	0	0	2,614
	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,107</u>
Investment income:				
Interest on bank deposits	<u>198</u>	<u>0</u>	<u>198</u>	<u>287</u>
Total income	<u>10,187</u>	<u>26,250</u>	<u>36,437</u>	<u>21,141</u>

Major sources of income for the year include:

Revenue support grant of £2,500 from West Sussex County Council.

Restricted grants towards the purchase of the new bus:

£7,500 from The Grange Community Association

£7,500 from The Friends of Midhurst Community Hospital and Riverbank Medical Centre

£7,000 from The Sir Geoffrey Todd Trust

£4,250 from The Sussex Community Foundation

THE MIDHURST COMMUNITY BUS

3. EXPENDITURE

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Charitable activities:				
Vehicle running expenses	3,190	0	3,190	8,694
Vehicle depreciation	4,140	0	4,140	4,140
Loss on sale of vehicle	4,230		4,230	0
Telephone	308	0	283	283
Print, post & stationery	0	0	0	304
Marketing	240	0	240	699
Professional fees	570	0	570	505
Sundry expenses	212	0	212	845
Training	74	0	74	484
Total expenditure	12,964	0	12,964	15,954

4. RELATED PARTY TRANSACTIONS

During the year MCB reimbursed 4 (2020 – 4) trustees a total of £816 (2020 - £1,182) for expenses incurred on behalf of MCB.

Goodale Mardle Limited, a company of which A Mardle is a director and shareholder, charged MCB £300 (2020 - £300) for professional services provided to MCB. This is permitted by the Constitution.

5. FIXED ASSETS

	Total £
Cost:	
At 1 April 2020	42,199
Additions	41,528
Disposals	(33,000)
At 31 March 2021	<u>50,727</u>
Depreciation:	
At 1 April 2020	18,630
Charge for the year	4,140
Disposals	(22,770)
At 31 March 2021	<u>0</u>
Net book value:	
At 31 March 2021	<u>50,727</u>
At 31 March 2020	<u>23,569</u>

THE MIDHURST COMMUNITY BUS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

6. DEBTORS

	2021 £	2020 £
Trade debtors	0	0
VAT repayable	7,124	2,310
Prepayments & other debtors	<u>1,787</u>	<u>1,648</u>
	<u>8,911</u>	<u>3,958</u>

7. CREDITORS – amounts falling due within one year

	2021 £	2020 £
Trade creditors	7	58
Other creditors	0	451
Accruals	<u>300</u>	<u>300</u>
	<u>307</u>	<u>809</u>

8. STATEMENT OF FUNDS

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General fund	29,192	10,187	(12,964)	28,750	55,165
Designated funds:					
Vehicle replacement reserve	24,000	0	0	0	24,000
Contingency fund	10,000	0	0	(2,500)	7,500
Restricted funds:					
Vehicle replacement grants	0	26,250	0	(26,250)	0
Total funds	<u>63,192</u>	<u>36,437</u>	<u>(12,964)</u>	<u>0</u>	<u>86,665</u>

During the year grants were received towards the purchase of a new bus. The new bus was purchased during the year which met the conditions of the grants. Accordingly the funds have been transferred from restricted funds to unrestricted funds.

