

Charity number: 1169167

(England and Wales)

Totnes and Rural Community Transport
Report of the Trustees and Financial Statements

For the year ended 30 April 2024

Totnes and Rural Community Transport
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Totnes and Rural Community Transport

Report of the Trustees

For the year ended 30 April 2024

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 30 April 2024. 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 the Republic of Ireland (FRS 102) (effective 1 January 2019).

Chair's report

The object of the CIO is to provide accessible community transport for Totnes and its surrounding villages. We operate scheduled bus routes, serving locations with no other public transport, and regular travel club excursions to local places of interest. We aim to make our services friendly and accessible for as many people as possible, including residents and visitors, and especially passengers of limited mobility, the elderly, and anyone without access to their own vehicle.

Scheduled services have achieved record passenger journey numbers (41,807) in the year to 30/4/24. This is a 26% increase on the previous year. About 7.5% of the increase is due to the new Saturday morning service, which ran from the end of May 2023. The biggest increase is in passengers using the Bridgetown (B1) service. Two-thirds of our passengers are using concessionary bus passes.

The Travel Club has a membership of over 100. Sixteen day-trips were offered over the year, and most were over-subscribed. Possible expansion of this activity is limited by resources (drivers and vehicles).

Private Hire income, which normally generates at least 1/3 of our income, is down by about 24% on the previous year. Relatively little effort goes into advertising this activity, and it is likely that more business could be found. On the other hand, it is becoming difficult to find drivers, especially for working unsocial hours, so would be unwise to over-commit.

An order for a new bus was placed in November 2023 for delivery in May 2024. A strong case for purchase was based on (i) natural replacement; (ii) the desirability of an accessible vehicle for service backup; and (iii) the potential for expansion if a 5-bus fleet could be sustained. A price of £110k for a 16-seater Mercedes was agreed with Iles Bus, Newport. The trustees considered that approximately half of this cost could be met from our own reserves. Subsequently, external funds totalling £67k has been raised from National Lottery Awards for All, the Garfield Weston foundation, the Wakefield Trust, the Local Communities (Levelling-Up) fund, and a generous legacy from a former passenger.

Despite these positive results, the charity continues to show an annual operating deficit in the region of £10k. While this is £2k smaller than the previous year, costs for vehicle repair, maintenance, salaries and admin are all increasing. At present, unlike commercial operators, TARCT receives no revenue funding or operating subsidy from the local authority. As a small charity, we also have no simple access to HR or legal services.

TARCT continues to operate with a pool of about 35 dedicated volunteer drivers, but this number is hard to maintain, due mainly to age-related retirement. Recruitment efforts need to be stepped-up. Our single employed coordinator has again worked extremely hard for the charity. She has requested a period of unpaid leave during 2024/25.

During 2023/24 TARCT, in consultation with the Charity Commission, changed its constitution from 'membership' to a 'foundation' model. All the existing committee are therefore now Trustees.

The following trustees served during the year 2023/24: Stephen Grove (chair); Chris Edwards (vice-chair); Graham Clayton (hon treasurer); Brian Neale (hon secretary); Ed Deacon; Richard Stout; Maiken Hutchings.

TARCT maintains links with local town, district and county councils, mainly through elected councillors, and is represented on the Totnes Traffic Forum/Steering Group. The charity now occupies an office at Follaton House, Totnes, close to other community services such as the District Council, Job Centre and Citizens' Advice. The office is at a peppercorn rent, but is subject to a service charge.

Despite some operational and financial challenges, TARCT is committed to delivering its objectives, and continues to be held in high regard by the local community.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

**Totnes and Rural Community Transport
Report of the Trustees Continued
For the year ended 30 April 2024**

FINANCIAL REVIEW

Reserves

A reserves policy is not included in the TARCT constitution, but the principles are laid out in the Policies document. The charity does not hold formal accounting reserves to cover operational expenses or future capital funding requirements. We do however recognise that we need to keep sufficient funds available for both these purposes. To cover the risk of operational disruption we need sufficient cash to run the services if revenues were to fall and expenses to rise at the same time for a sustained period. We believe a suitable risk management scenario is revenues falling by 50% and costs rising by 50% for a 1 year period. To survive this scenario we would need, ideally, a reserve of £60,000 available. In the event of dissolution of the charity, we assume that legal and other expenses would be covered by the residual market value of the fleet.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of trustees

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members set out in the constitution.

A member may be an individual, a corporate body, or an individual or corporate body representing an organisation which is not incorporated.

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	Totnes and Rural Community Transport
Charity registration number	1169167
Principal address	Brookside, Woodcourt Road Harbertonford Totnes TQ9 7TY

Trustees

The trustees and officers serving during the year and since the year end were as follows:

G Clayton
S Grove
L Cameron-Long
- (Resigned 01 October 2023)
B Neale
C Edwards
E Deacon
R Stout
M Hutchings

Secretary B Neale

Independent examiners MAP Accountants & Business Advisors
2 Bridge Farm Offices
Harberton
Totnes
Devon
TQ9 7PP

Totnes and Rural Community Transport
Report of the Trustees Continued
For the year ended 30 April 2024

Approved by the Board of Trustees and signed on its behalf by

S Grove
.....

**Totnes and Rural Community Transport
Independent Examiners Report to the Trustees
For the year ended 30 April 2024**

I report to the trustees on my examination of the accounts of the charitable company for the year ended 30 April 2024.

Responsibilities and basis of report

As the charity Trustees, who are also directors for the purposes of company law, 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 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 examiners 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 that in any material respect:

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 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.

MAP Accountants & Business Advisors
2 Bridge Farm Offices
Harberton
Totnes
Devon
TQ9 7PP

Totnes and Rural Community Transport
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 30 April 2024

	Notes	Unrestricted funds £	2023 £
Income and endowments from:			
Donations and legacies	2	106,323	45,455
Other trading activities	3	59,113	49,327
Investments		1,035	-
Total		166,471	94,782
Expenditure on:			
Charitable activities	4/5	(79,872)	(84,972)
Total		(79,872)	(84,972)
Net income		86,599	9,810
Reconciliation of funds			
Total funds brought forward		77,490	67,682
Total funds carried forward		164,089	77,492

Totnes and Rural Community Transport
Statement of Financial Position
As at 30 April 2024

	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	10	140,807	31,730
		140,807	31,730
Current assets			
Debtors	11	365	644
Cash at bank and in hand		20,414	139,478
		20,779	140,122
Creditors: amounts falling due within one year	12	22,501	502
Net current assets		43,280	140,624
Total assets less current liabilities		184,087	172,354
Creditors: amounts falling due after more than one year	13	-	(74,865)
Net assets		184,087	97,489
The funds of the charity			
Unrestricted income funds	14	164,089	77,492
Revaluation reserve		20,000	20,000
Total funds		184,089	97,492

For the year ended 30 April 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:

.....
G Clayton
Trustee

Totnes and Rural Community Transport
Notes to the Financial Statements
For the year ended 30 April 2024

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and 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 (FRS 102), and the Companies Act 2006.

Totnes and Rural Community Transport meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Change in accounting policy

The depreciation policy for the year was changed from 15% Reducing Balance to 10% Reducing Balance. The Trustees consider that the value of the Buses, which are the assets in the accounts, hold a higher value and depreciate at a slower rate than previously considered.

Funds

All of the Charity's funds received in the year were unrestricted funds.

Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

1. Grants for New Buses - this income has been treated as pre-paid income and entered on the balance sheet. The grant is transferred to the statement of financial activities annually in equal amounts to the depreciation provided on the new vehicles.

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure:

Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and machinery	10% Reducing balance
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2. Income from donations and legacies

	2024	2023
	£	£
Unrestricted funds		
Donations received	6,458	29,067
Grants received	99,865	16,388
	106,323	45,455

Totnes and Rural Community Transport
Notes to the Financial Statements Continued
For the year ended 30 April 2024

3. Income earned from other activities

	2024	2023
	£	£
Unrestricted funds		
Community Bus Service	59,113	49,327
	<u>59,113</u>	<u>49,327</u>

4. Costs of charitable activities by fund type

	2024	2023
	£	£
Unrestricted funds		
Community Bus Service	77,731	82,238
Support costs	2,141	2,734
	<u>79,872</u>	<u>84,972</u>

5. Costs of charitable activities by activity type

	Activities undertaken directly	Support costs	2024	2023
	£	£	£	£
Support costs				
Community Bus Service	77,731	2,141	79,872	84,972

6. Analysis of support costs

	2024	2023
	£	£
Community Bus Service		
Management	1,297	2,154
Governance costs	844	580
	<u>2,141</u>	<u>2,734</u>

Totnes and Rural Community Transport
Notes to the Financial Statements Continued
For the year ended 30 April 2024

7. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation of owned fixed assets	3,173	6,545
Accountancy fees	844	580

8. Particulars of employees

	2024	2023
Management & Admin	1	1
	<u>1</u>	<u>1</u>

9. Comparative for the Statement of Financial Activities

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

10. Tangible fixed assets

Cost or valuation	Plant and machinery £
At 01 May 2023	172,000
Additions	112,250
At 30 April 2024	<u>284,250</u>
Depreciation	
At 01 May 2023	140,270
Charge for year	3,173
At 30 April 2024	<u>143,443</u>
Net book values	
At 30 April 2024	<u><u>140,807</u></u>
At 30 April 2023	<u><u>31,730</u></u>

Totnes and Rural Community Transport
Notes to the Financial Statements Continued
For the year ended 30 April 2024

11. Debtors

	2024	2023
	£	£
Amounts due within one year:		
Trade debtors	365	644
	<u>365</u>	<u>644</u>

12. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	1	-
Other creditors		
PAYE & social security	-	493
VAT	(23,929)	(1,840)
Accruals and deferred income	1,427	845
	<u>(22,501)</u>	<u>(502)</u>

13. Creditors: amounts falling due after more than one year

	2024	2023
	£	£
Accruals and deferred income	-	74,865
	<u>-</u>	<u>74,865</u>

14. Movement in funds

Unrestricted Funds

	Balance at 01/05/2023	Incoming resources	Outgoing resources	Balance at 30/04/2024
	£	£	£	£
<i>General</i>				
Community Bus Services	77,490	166,471	(79,872)	164,089
	<u>77,490</u>	<u>166,471</u>	<u>(79,872)</u>	<u>164,089</u>

Totnes and Rural Community Transport
Notes to the Financial Statements Continued
For the year ended 30 April 2024

Unrestricted Funds - Previous year

	Balance at 01/05/2022	Incoming resources	Outgoing resources	Balance at 30/04/2023
	£	£	£	£
<i>General</i>				
Community Bus Services	67,682	94,782	(84,972)	77,492
	<u>67,682</u>	<u>94,782</u>	<u>(84,972)</u>	<u>77,492</u>

Purpose of unrestricted Funds

Community Bus Services

To provide a community bus service.

15. Analysis of net assets between funds

	Tangible fixed assets	Net current assets / (liabilities)	Creditors > one year	Net Assets
	£	£	£	£
Unrestricted funds				
<i>General</i>				
Community Bus Services	140,807	43,280	-	184,087
	<u>140,807</u>	<u>43,280</u>	<u>-</u>	<u>184,087</u>

Previous year

	Tangible fixed assets	Net current assets / (liabilities)	Creditors > one year	Net Assets
	£	£	£	£
Unrestricted funds				
<i>General</i>				
Community Bus Services	31,730	140,624	(74,865)	97,489
	<u>31,730</u>	<u>140,624</u>	<u>(74,865)</u>	<u>97,489</u>

Totnes and Rural Community Transport
Detailed Statement of Financial Activities
For the year ended 30 April 2024

	2024	2023
	£	£
INCOME AND ENDOWMENT		
Donations and legacies		
Donations	6,458	29,067
Grants receivable	99,865	16,388
	106,323	45,455
Other trading activities		
Community Bus Service	59,113	49,327
	59,113	49,327
Investments		
Bank interest receivable	1,035	-
	1,035	-
Total incoming resources	166,471	94,782
EXPENDITURE		
Charitable activities		
Cost of direct charitable activity	(77,731)	(82,238)
	(77,731)	(82,238)
SUPPORT COSTS		
Management		
Management	(1,297)	(2,154)
	(1,297)	(2,154)
Governance costs		
Governance costs	(844)	(580)
	(844)	(580)
Total resources expended	(79,872)	(84,972)
Net Income	86,599	9,810