

**TOTNES & RURAL COMMUNITY TRANSPORT
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2025**

Totnes & Rural Community Transport Contents

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**Totnes & Rural Community Transport
Reference and Administrative Details
For The Year Ended 30 April 2025**

Trustees

Mr Graham Clayton
Dr Stephen Grove
Ms Maiken Hutchings
Mr Christopher Edwards
Mr John Stout
Dr Brian Neale

Charity Number

1169167

Principal Address

Brookside, Woodcourt Road
Harbertonford
Totnes
Devon
TQ9 7TY

Independent Examiner

Melanie Allday MAAT
MAP Accountants & Business Advisors Ltd
2 Bridge Farm Offices
Harberton
Totnes
Devon
TQ9 7PP

Totnes & Rural Community Transport Trustees' Report For The Year Ended 30 April 2025

The trustees present their report and the financial statements for the year ended 30 April 2025.

Objectives and Activities

Aims and Objectives

The objective of Totnes & Rural Community Transport is to provide accessible community transport for Totnes and the surrounding rural communities.

Public Benefit

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Main Achievements

This report covers the period 1/5/24 to 30/4/25 inclusive, and accompanies the accounts for that period.

Facts and Figures

Annual passenger numbers on our scheduled services have reached a record 44,773 – this is an increase of 7% on the previous year, helped by the popularity of the Saturday morning service.

Private hire income also increased, by about 10%, resulting in an annual income of £67,144.

Unfortunately, operating costs (repairs, maintenance, insurance and salaries) have also increased, and the deficit for the year has increased to £16,334.

Our new bus is fully in service, having overcome some initial teething problems. All drivers have received an induction and generally enjoy the driving experience. Our oldest bus (WX) is out of service and waiting to be disposed of.

People

Lyn Price, our long-term coordinator, was granted a 6-month period of unpaid leave, starting in September 2024. Unfortunately, she was not well enough to take advantage of her sabbatical period, and was paid statutory sick pay until finally resigning her post in February 2025. Lyn's role had been covered by Joela Jenvy and Graham Parker (both part-time), and their employment has continued since Lyn's resignation. Both are to be thanked for their hard work, especially in the light of a shorter than planned handover.

The CIO exists only because of the many hours given by our drivers, and, more recently, office volunteers Bob, Debbie and Anthea. As of April 2025, we have 33 active drivers, supporting our scheduled services, private hire and travel club trips. Unfortunately, this number continues to decline slowly as more drivers retire than we can recruit.

The Trustees were unchanged during this period – they comprise Stephen Grove (chair), Chris Edwards (vice chair), Brian Neale (secretary), Graham Clayton (treasurer), Richard Stout and Maiken Hutchings. Almost all the trustees are also volunteer drivers, and give many additional hours to keep the charity running.

Community Connections

We continue to support the Totnes Travel Forum and Steering Group, and have established a working relationship with our new MP. Our town and district councillors are supportive of our work, and are assisting in the ongoing search for sustainable funding.

In early 2025, we were proposed for a King's Award for Voluntary Service, and were subjected to an in-depth scrutiny. The process has encouraged us to assess our governance and regulatory procedures. We are pleased to say that we were awarded the King's Award for Voluntary Service in October 2025. Our community-related transport services have included the Christmas markets park and ride, and shuttle buses for the Totnes Show.

Health and Safety

Two accidents involving injuries to passengers in early 2025 highlighted the need to review on-board safety. We have been revising our health and safety policies and drivers' handbook, and this work should be complete by autumn 2025.

We have been aware for some time that, like many small charities, we have no easy access to HR or legal support. We have been working closely with the Devon Community Transport Network to improve this situation, and explore the possibilities of obtaining shared support with other CT groups in the county.

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**Totnes & Rural Community Transport
Trustees' Report (continued)
For The Year Ended 30 April 2025**

Main Achievements - continued

Future threats and opportunities

The new bus purchase in 2024 has reduced our financial reserves to a critical level, and our current annual deficit is clearly not sustainable. We have to take a more strategic approach to fundraising, and are optimistic that significant support will be forthcoming from local government. We are also strengthening our business sponsorship and support and plan to offer on-bus advertising. It is relatively difficult to secure grants for core funding – most funders want to see 'new' projects.

Volunteer drivers are retiring faster than we can recruit new ones. There is scope for working more closely with other CT groups on recruitment and training, and such a collaborative project could be the basis of a major grant application, given local government support.

Financial Review

Reserves Policy

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

Additional Note

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated their 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.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgments and accounting estimates that are reasonable and prudent; and
- 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 adequate accounting records which disclose with reasonable accuracy at anytime the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Totnes & Rural Community Transport
Trustees' Report (continued)
For The Year Ended 30 April 2025**

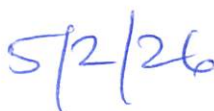
The trustees' report was approved by the board of trustees and signed on its behalf by:

A handwritten signature in blue ink, appearing to read 'SMGrove', written over a dashed horizontal line.

Dr Stephen Grove

Trustee

Date

A handwritten date '5/2/26' in blue ink.

**Totnes & Rural Community Transport
Independent Examiner's Report to the Trustees of Totnes & Rural Community Transport
For The Year Ended 30 April 2025**

I report to the trustees on my examination of the accounts of Totnes & Rural Community Transport (the Trust) for the year ended 30 April 2025.

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").

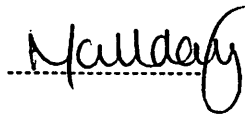
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and contents 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.



Melanie Allday MAAT

Date
2 Bridge Farm Offices
Harberton
Totnes
Devon
TQ9 7PP

5/2/26

**Totnes & Rural Community Transport
Statement of Financial Activities
For The Year Ended 30 April 2025**

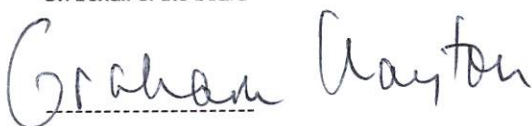
		2025	2024
		Unrestricted funds	Unrestricted funds
	Notes	£	£
INCOME AND ENDOWMENTS FROM:			
Donations and legacies	3	29,345	106,323
Charitable activities:			
Community Bus Service		67,792	59,112
Investments	4	762	1,035
		<u>97,899</u>	<u>166,470</u>
EXPENDITURE ON:			
Charitable activities:	6		
Community Bus Service		(108,315)	(79,872)
NET (EXPENDITURE)/INCOME		<u>(10,416)</u>	<u>86,598</u>
NET MOVEMENT IN FUNDS		<u>(10,416)</u>	<u>86,598</u>
RECONCILIATION OF FUNDS:			
Total funds brought forward		184,088	97,490
TOTAL FUNDS CARRIED FORWARD	13	<u><u>173,672</u></u>	<u><u>184,088</u></u>

The notes on pages 8 to 11 form part of these financial statements.

**Totnes & Rural Community Transport
Statement of Financial Position
As At 30 April 2025**

		2025	2024
		Unrestricted funds	Total funds
	Notes	£	£
FIXED ASSETS			
Tangible Assets	10	126,726	140,807
		<u>126,726</u>	<u>140,807</u>
CURRENT ASSETS			
Debtors	11	3,075	24,294
Cash at bank and in hand		47,508	20,414
		<u>50,583</u>	<u>44,708</u>
Creditors: Amounts Falling Due Within One Year	12	(3,637)	(1,427)
NET CURRENT ASSETS (LIABILITIES)		<u>46,946</u>	<u>43,281</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>173,672</u>	<u>184,088</u>
NET ASSETS		<u>173,672</u>	<u>184,088</u>
FUNDS OF THE CHARITY			
Unrestricted Funds		<u>173,672</u>	<u>184,088</u>
TOTAL FUNDS	13	<u>173,672</u>	<u>184,088</u>

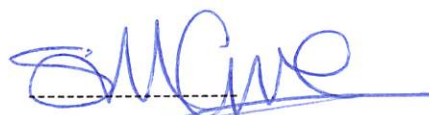
On behalf of the board



Mr Graham Clayton

Trustee
Date

5/2/26



Dr Stephen Grove

Trustee

The notes on pages 8 to 11 form part of these financial statements.

**Totnes & Rural Community Transport
Notes to the Financial Statements
For The Year Ended 30 April 2025**

1. General Information

Totnes & Rural Community Transport is a charitable incorporated organisation registered with the Charity Commission, registered charity number 1169167. The principal address is Brookside, Woodcourt Road, Harbertonford, Totnes, Devon, TQ9 7TY.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared 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" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

2.2. 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.

2.3. Resources Expended

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

2.4. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & Machinery	10% Reducing Balance
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2.5. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

3. Income from Donations and Legacies

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Donations and gifts	9,345	6,458
Grants	20,000	99,865
	<u>29,345</u>	<u>106,323</u>

4. Investment Income

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Bank interest receivable	762	1,035

Totnes & Rural Community Transport
Notes to the Financial Statements (continued)
For The Year Ended 30 April 2025

5. Net Income/(Expenditure)

The net (expenditure)/income is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets - owned	14,081	3,173

6. Analysis of Expenditure

	2025		
	Activities undertaken directly	Support costs (see note 7)	Total
	£	£	£
Community Bus Service	90,242	18,073	108,315

	2024		
	Activities undertaken directly	Support costs (see note 7)	Total
	£	£	£
Community Bus Service	74,558	5,314	79,872

7. Support Costs

	2025
	Community Bus Service
	£
General administration	3,992
Depreciation	14,081
	18,073

	2024
	Community Bus Service
	£
General administration	2,141
Depreciation	3,173
	5,314

Totnes & Rural Community Transport
Notes to the Financial Statements (continued)
For The Year Ended 30 April 2025

8. Independent Examiner's Remuneration

	2025	2024
	£	£
Independent examination of the financial statements	360	330
Other assurance services	-	-
Tax advisory services	-	-
Other financial services	-	-
	<u>360</u>	<u>330</u>

9. Average Number of Employees

Average number of employees during the year was: 2 (2024: 1)

10. Tangible Assets

	Plant & Machinery
	£
Cost	
As at 1 May 2024	284,250
As at 30 April 2025	<u>284,250</u>
Depreciation	
As at 1 May 2024	143,443
Provided during the period	14,081
As at 30 April 2025	<u>157,524</u>
Net Book Value	
As at 30 April 2025	<u>126,726</u>
As at 1 May 2024	<u>140,807</u>

11. Debtors

	2025	2024
	£	£
Due within one year		
Trade debtors	301	365
Other debtors	2,774	23,929
	<u>3,075</u>	<u>24,294</u>

12. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Accruals and deferred income	<u>3,637</u>	<u>1,427</u>

Totnes & Rural Community Transport
Notes to the Financial Statements (continued)
For The Year Ended 30 April 2025

13. Movement in Funds

	As at 1 May 2024	Income	Expenditure	As at 30 April 2025
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	184,088	97,899	(108,315)	173,672
Total funds	<u>184,088</u>	<u>97,899</u>	<u>(108,315)</u>	<u>173,672</u>

	As at 1 May 2023	Income	Expenditure	As at 30 April 2024
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	97,490	166,470	(79,872)	184,088
Total funds	<u>97,490</u>	<u>166,470</u>	<u>(79,872)</u>	<u>184,088</u>

14. Related Party Disclosures

There have been no related party transactions in the period.

**Totnes & Rural Community Transport
Detailed Statement of Financial Activities
For The Year Ended 30 April 2025**

	2025	2024
	Total funds	Total funds
	£	£
INCOME AND ENDOWMENTS FROM:		
Donations and legacies		
Donations and gifts	9,071	6,206
Crowd funding	274	252
Grants	20,000	99,865
	<u>29,345</u>	<u>106,323</u>
Charitable Activities:		
Community Bus Service		
Income from charitable activities	67,792	59,112
	<u>67,792</u>	<u>59,112</u>
Investments		
Bank interest receivable	762	1,035
	<u>762</u>	<u>1,035</u>
	<u>97,899</u>	<u>166,470</u>
EXPENDITURE ON:		
Charitable Activities:		
Community Bus Service		
Purchases	(90,242)	(74,558)
Printing, postage and stationery	(192)	(90)
Advertising and marketing costs	(301)	(31)
Telecommunications	(765)	(704)
Independent examiner's fees	(360)	(330)
Accountancy fees	(165)	(514)
Legal fees	(833)	-
Subscriptions	(80)	(80)
Sundry expenses	(1,296)	(392)
Depreciation of plant and machinery	(14,081)	(3,173)
	<u>(108,315)</u>	<u>(79,872)</u>
	<u>(108,315)</u>	<u>(79,872)</u>
NET (EXPENDITURE)/INCOME	<u>(10,416)</u>	<u>86,598</u>