

# BURGHFIELD AND MORTIMER HANDYBUS

England & Wales · Charity number 1170252

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-11-17

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 39 Groves Lea  
Mortimer  
Reading  
RG7 3SS

**Phone** 01189836611

**Email** [thehandybus@gmail.com](mailto:thehandybus@gmail.com)

**Website** [www.thehandybus.org](http://www.thehandybus.org)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:-TO PROVIDE COMMUNITY TRANSPORT TO THE ELDERLY AND DISABLED RESIDENTS OF BURGHFIELD, MORTIMER AND SURROUNDING VILLAGES IN ENABLE THE FOLLOWING ACTIVITIES:(A) SHOPPING TRIPS(B) ATTENDANCE TO LOCAL SOCIAL CLUBS(C) ATTENDING MEDICAL APPOINTMENTS(D) PROVIDING DAY TRIPSOUR PRINCIPAL CUSTOMERS EITHER HAVE NO ACCESS TO PUBLIC TRANSPORT OR IF THEY DO CANNOT MAKE USE OF IT DUE TO AGE OR DISABILITY.

**Activities:** The objectives of the CIO are:-To provide transport to the elderly and disabled residents in the West Berkshire villages of Burghfield, Mortimer, Sulhampstead, Padworth, Ufton Nervet, Wokefield & Beech Hill to:(a) Facilitate shopping trips(b) Enable attendance to local clubs(c) To attend medical appointments(d) To provide day trips

## Classification

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- **How:** Provides Services
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities

## Geography

- Hampshire
- West Berkshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£20,121	£15,729	-	-
2024-03-31	£21,828	£18,229	-	-
2023-03-31	£23,115	£20,001	-	-
2022-03-31	£14,094	£15,474	-	-
2021-03-31	£14,389	£16,000	-	-

## Trustees

Name	Role	Appointed
<b>PHILIP CHURCH</b>	Chair	2016-11-28
Andrew Crowther		2024-03-01
Anthony David Smithurst		2016-12-15
Christopher John Skerritt		2024-04-01
<b>DEREK BUTLER</b>		2016-11-28
<b>DONALD HARWOOD</b>		2016-11-17

**BURGHFIELD AND MORTIMER HANDYBUS**

England & Wales - Charity number 1170252

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# Accounts

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## **Burghfield & Mortimer Handybus** (Registered Charity Number 1170252)

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### Annual Report 2024/25

#### **REMIT**

We are a long-established local organisation run entirely by volunteers. We provide community transport for elderly and less able residents from several villages in West Berkshire, many who have no access to, or are unable to manage, public transport. We operate two 12-seater minibuses that have been specially adapted for easy access and wheelchair use. We operate regular weekly trips to local supermarkets providing a door-to-door service with volunteer escorts to assist passengers on and off the minibuses and with their shopping. In addition, we provide transport for our elderly residents to several local Social Clubs and to Hospital or Health Care appointments.

#### **OPERATION**

Operating as a volunteer run, not for profit Charity, we ask our passengers for a notional fee per trip to cover our operating overheads. Other funding comes from Grants (West Berkshire Council, local Parish Councils, Dept. of Transport) and donations from other local supporters.

By providing our transport services we give many elderly members of the community access to shopping for themselves which gives them a level of independence, often providing respite for their families and neighbours. Transporting them to local Social Clubs enables them to be part of a wider social community and without doubt improves their social welfare. For a few passengers we are providing specialist (wheelchair) transport to regular Hospital and Health Care appointments.

#### **THE YEAR**

This past year saw the Handybus service provide transport for over 3,000 passenger journeys spread over 480+ individual trips. Each week we provide at least five shopping trips to local Supermarkets and transport to 3 to 4 Social Clubs as well as regular garden centre trips. Some of the highlights this past year included day trips to the seaside, transport to local musical concerts, visits to Winchester Christmas Market and trips to local attraction like Windsor Castle.

Being a not-for-profit charity we are dependent on local volunteers providing all the services to keep us going. Recruiting volunteers proved to be successful again this year as we were able to bring on board an additional 4 volunteers to help us out. This maintains the total number of active volunteers to 20 - 25 all who freely offer their time and efforts to ensure the service can continue.

## **FINANCE**

See accounts.

The Charity is dependent on its funding from grants, donations and contributions from the passengers we carry. Once again West Berkshire Council provided us with a generous Community Transport Grant, and we were able to claim the Department of Transport Bus Service Operators Grant (BSOG). These grants plus the notional fares we collected from passengers ensured we comfortably covered all our operating costs.

Whilst overall revenue was down on last year, so to were the corresponding expenses, primarily due to lower levels of depreciation on our vehicles as they become older. The net overall financial result mean that we were still able to achieve a surplus for the year which goes towards our Bus Replacement Savings Fund. In conclusion, 2024/25 was another successful year financially.

## **FUTURE**

With the continued financial support from West Berkshire Council in the form of a Community Transport Grant and with the current demand for passenger services, the outlook, both financial and operationally, is encouraging for the future. One of our minibuses is nearing its viable operating level and will need to be replaced soon. A challenge for the next year.

Burghfield and Mortimer Handybus are extremely grateful to all its funders, supporters and volunteers without whom we would not be able to continue with providing this service. We thank you all and hope that you will continue this valuable support into the coming year.

P.I. CHURCH

Chairman of Trustees

November 2025

BURGHFIELD & MORTIMER

RECEIPTS & PAYMENTS ACCOUNT FOR THE Y

<u>2024</u>	<u>Receipts</u>	<u>2025</u>	<u>2024</u>
9,547.00	<b>Passengers Fares</b>	9,359.00	3,983.12
10,443.64	<b>Grants</b>	9,607.38	3,220.61
1,442.50	<b>Donations</b>	613.10	2,597.30
394.40	<b>Deposit a/c interest</b>	542.39	842.44
			785.61
			6,800.00
<hr/>		<hr/>	
£21,827.54		£20,121.87	£18,229.08
			3,598.46
<hr/>		<hr/>	
£21,827.54		<b>£20,121.87</b>	£21,827.54
<hr/> <hr/>		<hr/> <hr/>	
£62,876.26	<b>Accumulated surplus 01/04/2024</b>	66474.72	
	<b>Add surplus for the year</b>		8,930.77
3,598.46	<b>ending 31/03/2025</b>	4,393.30	46,846.63
			36.00
			541.32
			8,180.00
			1,940.00
<hr/>		<hr/>	
£66,474.72		<b>£70,868.02</b>	£66,474.72
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! HANDYBUS

YEAR ENDING 31st MARCH 2025

Payments

**2025**

Bus Expenses	3,507.57
Fuel	3,269.36
Insurance	2,564.67
Operational Expenses	1,137.11
Volunteer Expenses	649.86
Minibus Depreciation	4,600.00

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£15,728.57

Deficit/Surplus for year 4,393.30

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**£20,121.87**

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Current Account Balance at 31/03/25	10,439.00
Savings A/c (towards Bus replacement)	54,389.02
Invoices not yet paid	20.00
Cash Float	500.00
Minibus Asset DK67 CVN	5,180.00
Minibus Asset YF59 YVA	340.00

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**£70,868.02**

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**BURGHFIELD AND MORTIMER HANDYBUS**

England & Wales - Charity number 1170252

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# Accounts

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## **Burghfield & Mortimer Handybus** (Registered Charity Number 1170252)

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### Annual Report 2023/24

#### **REMIT**

We are a long-established local organisation run entirely by volunteers. We provide community transport for elderly and less able residents from several villages in West Berkshire, many who have no access to, or are unable to manage, public transport. We operate two 12-seater minibuses that have been specially adapted for easy access and wheelchair use. We operate regular weekly trips to local supermarkets providing a door-to-door service with volunteer escorts to assist passengers on and off the minibuses and with their shopping. In addition, we provide transport for our elderly residents to a number of local Social Clubs and also to Hospital or Health Care appointments.

#### **OPERATION**

Operating as a volunteer run, not for profit Charity, we ask our passengers nothing more than a notional fee per trip to cover our operating overheads. Other funding comes from Grants (West Berkshire Council, local Parish Councils, Dept. of Transport) and donations from other local supporters.

By providing our transport services we give many elderly members of the community access to shopping for themselves which gives them a level of independence, often providing respite for their families and neighbours. Transporting them to local Social Clubs enables them to be part of a wider social community and without doubt improves their social welfare. For a few passengers we are providing specialist (wheelchair) transport to regular Hospital and Health Care appointments.

#### **THE YEAR**

This past year saw the Handybus service continue to operate at pre Covid pandemic levels with over 3,100 passenger journeys spread over 470+ individual trips. Some of the highlights included day trips to the seaside, trips to local musical concerts, garden centre visits as well as visits to local attraction like the Whitchurch Silk Mill. These trips were all in addition to our regular five weekly shopping trips.

Being a not-for-profit charity we are dependent on local volunteers providing all the services to keep us going. Recruiting volunteers proved to be successful again this year as we were able to bring on board an additional 2 volunteers to help us out. This maintains the total number of active volunteers to around the 20 mark all who freely offer their time and efforts to ensure the service can continue.

## **FINANCE**

See accounts.

The Charity is dependent on its funding from grants, donations and contributions from the passengers we carry. Once again West Berkshire Council provided us with a generous Community Transport Grant, and we were able to claim the Department of Transport Bus Service Operators Grant (BSOG). These grants plus donations from a number of local Social Clubs and individuals and the notional fares we collected from passengers ensured a sound income stream for this year. Whilst overall revenue was down on last year, so to were the corresponding expenses, primarily due to lower minibuses running costs and diesel costs. The net overall financial result mean that we were still able to achieve a surplus for the year which goes towards our Bus Replacement Savings Fund. In conclusion, 2023/24 was another successful year financially.

## **FUTURE**

With the continued financial support from West Berkshire Council in the form of a Community Transport Grant and with passenger services now operating back at pre-pandemic levels, the outlook, both financial and operationally, is encouraging for the future. One of our minibuses is nearing its viable operating level and will need to be replaced in the near future. A challenge for the next year.

Burghfield and Mortimer Handybus are extremely grateful to all its funders, supporters and volunteers without whom we would not be able to continue with providing this service. We thank you all and hope that you will continue this valuable support into the coming year.

**P.I. CHURCH**

Chairman of Trustees

October 2024

**BURGHFIELD & MORTIMER HANDYBUS**  
**(Charity Number 1170252)**  
**RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDING 31st MARCH 2024**

<u>2023</u>	<u>Receipts</u>	<u>2024</u>	<u>2023</u>	<u>Payments</u>	<u>2024</u>
£9,485.00	Passengers Fares	£9,547.00	£4,949.49	Bus Expenses	£3,983.12
£9,365.56	Grants	£10,443.64	£4,228.77	Fuel	£3,220.61
£4,181.90	Donations	£1,442.50	£2,624.94	Insurance	£2,597.30
£82.06	Deposit a/c interest	£394.40	£710.98	Operational Expenses	£842.44
			£1,026.77	Volunteer Expenses	£785.61
			£6,460.00	Minibus Depreciation	£6,800.00
£23,114.52		£21,827.54	£20,000.95		£18,229.08
			£3,113.57	Deficit/Surplus for year	£3,598.46
£23,114.52		£21,827.54	£23,114.52		£21,827.54
£59,564.69	Accumulated surplus 01/04/2023	£62,876.26			
£3,113.57	Add surplus for the year ending 31/03/2024	£3,598.46	£8,619.11	Current Account Balance at 31/03/24	£8,930.77
£198.00	Advance Payment of Fares	£0.00	£36,452.23	Savings A/c (towards Bus replacement)	£46,846.63
			£20.00	Invoices not yet paid	£36.00
			£114.92	Cash Float	£541.32
			£750.00	Fuel Genie Deposit	£0.00
			£13,180.00	Minibus Asset DK67 CVN	£8,180.00
			£3,740.00	Minibus Asset YF59 YVA	£1,940.00
£62,876.26		£66,474.72	£62,876.26		£66,474.72

**BURGHFIELD AND MORTIMER HANDYBUS**

England & Wales - Charity number 1170252

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# Accounts

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## **Burghfield & Mortimer Handybus** (Registered Charity Number 1170252)

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### Annual Report 2022/23

#### **REMIT**

We are a long established local organisation run entirely by volunteers. We provide community transport for elderly and less able residents from a number of villages in West Berkshire, many who have no access to, or are unable to manage, public transport. We operate two 12 seater minibuses that have been specially adapted for easy access and wheelchair use. We operate regular weekly trips to local supermarkets providing a door to door service with volunteer escorts to assist passengers on and off the minibuses and with their shopping. In addition we provide transport for our elderly residents to a number of local Social Clubs and also to Hospital or Health Care appointments.

#### **OPERATION**

Operating as a volunteer, not for profit Charity, we charge passengers nothing more than a notional fee per trip to cover our operating overheads. Other funding comes from Grants (West Berkshire Council, local Parish Councils, Dept. of Transport) and donations from other local supporters.

By providing our transport services we give many elderly members of the community access to shopping for themselves and also enables them to be part of a wider social community. This gives them a level of independence, often providing respite for their families and neighbours. For a few passengers we are providing specialist (wheelchair) transport to regular Hospital and Health Care appointments.

#### **THE YEAR**

This past year was all about re-establishing full services after the Covid Pandemic had caused the disruption and suspension of our services. Covid led to many of our elderly customers being isolated and bereft of any social contact. This past year, as a Charity, we made special efforts to increase the number of trips we made towards breaking the social isolation many of our elderly residents had fallen into during the pandemic. Our efforts paid off as we have managed to achieve passenger numbers back to pre-covid levels – around 3,300 passenger journeys spread over 450+ individual trips.

Some of the highlights included a number of trips to the seaside enabling many residents to have a “proper day out” for the first time in many years. Good company, the sea air and fish & chips on the seafront does wonders to revitalise many of our local communities’ elderly residents. We also had the opportunity to provide transport for a group of Ukraine refugees and their children, who were being housed locally, to enjoy a day out at Legoland.

Being a not for profit charity we are dependent on local volunteers providing all the services to keep us going. Recruiting volunteers proved to be successful this year as we were able to bring on board an additional 5 volunteers to help us out. This brings the total number of volunteers to 24 all who freely offer their time and efforts to ensure the service can continue.

## **FINANCE**

See accounts.

The Charity is dependent on its funding from grants, donations and contributions from the passengers we carry. Once again West Berkshire Council provided us with a generous Community Transport Grant and we were able to claim the Department of Transport Bus Service Operators Grant (BSOG). Additional Grants from local Parish Councils plus donations from other Charitable organisations helped increase our revenues from previous years. With the increase of passengers being carried our passenger contributions have increased by 30% from the previous year. Whilst total Revenues have increased so have the costs of operating our two minibuses. Not only minibus servicing and maintenance cost increases but the considerable increase in diesel cost, coupled with the additional mileage we are covering means much higher operating costs compared to previous years. However we still managed to increase our Reserves towards the cost of replacing our minibuses in the future.

## **FUTURE**

With the continued financial support from West Berkshire Council in the form of a Community Transport Grant and with passenger services now operating back at pre-pandemic levels, the outlook, both financial and operationally, is encouraging for the future.

Burghfield and Mortimer Handybus are extremely grateful to all its funders, supporters and volunteers without whom we would not be able to continue with providing this service. We thank you all and hope that you will continue this valuable support into the coming year.

**P.I.CHURCH**

Chairman of Trustees

January 2024

## BURGHFIELD & MORTIMER HANDYBUS

### RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDING 31st MARCH 2023

<u>2022</u>	<u>Receipts</u>	<u>2023</u>	<u>2022</u>	<u>Payments</u>	<u>2023</u>
6,102.00	Passengers Fares	<b>9,485.00</b>	2,288.50	Bus Expenses	<b>4,949.49</b>
5,845.56	Grants	<b>9,365.56</b>	1,995.03	Fuel	<b>4,228.77</b>
2,143.75	Donations	<b>4,181.90</b>	2,348.90	Insurance	<b>2,624.94</b>
2.83	Deposit a/c interest	<b>82.06</b>	898.23	Operational Expenses	<b>710.98</b>
			542.90	Volunteer Expenses	<b>1,026.77</b>
			7,400.00	Minibus Depreciation	<b>6,460.00</b>
14,094.14		<b>23,114.52</b>	15,473.56		<b>20,000.95</b>
			-1,379.42	Deficit/Surplus for year	<b>3,113.57</b>
£14,094.14		<b>£23,114.52</b>	£14,094.14		<b>£23,114.52</b>
60,944.11	Accumulated surplus 01/04/2022	<b>59,564.69</b>			
-1,379.42	Add surplus for the year ending 31/03/2023	<b>3,113.57</b>	8,926.60	Current Account Balance at 31/03/23	<b>8,619.11</b>
	Advance Payment of Fares	<b>198.00</b>	30,870.17	Savings A/c (Bus replacement fund)	<b>36,452.23</b>
			0.00	Invoices not yet paid	<b>20.00</b>
			637.92	Cash Float	<b>114.92</b>
			750.00	Fuel Genie Deposit	<b>750.00</b>
			18,180.00	Minibus Asset DK67 CVN	<b>13,180.00</b>
			200.00	Minibus Asset YF59 YVA	<b>3,740.00</b>
£59,564.69		<b>£62,876.26</b>	£59,564.69		<b>£62,876.26</b>

**BURGHFIELD AND MORTIMER HANDYBUS**

England & Wales - Charity number 1170252

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# Accounts

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# **Burghfield & Mortimer Handybus**

**(Registered Charity Number 1170252)**

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## Annual Report 2021/22

### **REMIT**

Burghfield and Mortimer Handybus provide a Community Minibus Service for the local areas of Burghfield, Mortimer, Aldermaston, Sulhampstead and Ufton Nervet in the county of West Berkshire. The service is provided by two 10/12 seater minibuses which have been modified to provide easy access, including passenger lifts to enable wheelchair bound passengers to be carried. The service operates to help those with limited mobility and people who are unable to use, or do not have access to, public transport.

### **OPERATION**

The service is provided on a not for profit, voluntary basis and operates under a Section 19 Bus Permit in accordance with Transport Act:1985. The service relies financially on Grants from West Berkshire Council, Department of Transport Bus Service Operators Grants (BSOG) and donations. In addition, for each journey made, passengers are asked to make a small contribution towards running costs.

### **OBJECTIVES - 2021/22**

- i) Continue to provide our services to the elderly and disabled members of our community in a safe and secure way.

During the early part of the financial year we were subject to Government restrictions on operating during the Covid pandemic and as such the number of passenger trips we were able to make were seriously curtailed. As the year progressed and restrictions eased we were able to provide our services on a regular basis and towards the end of the year we were operating close to pre-pandemic levels. By the end of the year we had implemented all of the regular shopping and social club trips we had established some two years previously. During all this time we complied with all Government rules and regulations with regard to pandemic conditions. Seats were removed from the minibuses to ensure social distancing, face masks were worn by passengers and volunteers and after each journey the minibuses were given a disinfectant clean.

- ii) To increase the number of volunteers and passengers so that we can maximize the use of our minibuses.

Following a recruitment drive in local Parish newsletters and magazines we were able to recruit an additional 4 volunteers ensuring that we were able to reinstate all our previous regular trips plus adding on an additional shopping trip and an additional social club event. These extra trips, and the reinstating of all our previous regular trips meant that, by the end of the year, we were carrying 10 percent more passengers compared to pre-pandemic times. One of our two minibuses is now

running at near capacity and the second minibus is operating at around 60% of capacity. More passengers, and volunteers, are required to be found to fill in the couple of spare days this minibus is not on the road. Something we are endeavoring to address.

- iii) To maintain control on our finances such that any shortfall in Grants or passenger contributions are made up by other fundraising activities. The overall financial objective is to continue to increase the fund for a minibus replacement – something we will have to do in the near future.

After a slow first part of the year, where pandemic restrictions prevented us from operating, the passenger trips, and fares, have increased considerably in the second part of the year. Overall the effect of reduced fares in the first half year and less donations than normally plus higher minibus Insurance costs has resulted in a small deficit this financial year. We see this as a one off situation and as we are now generating passenger fare revenue at the pre-pandemic levels, together with the regular West Berkshire Transport Grant, means that our revenue stream will cover our operating costs and will start again to re-build the replacement minibus fund.

## **FINANCE**

See accounts.

The Charity is dependent on its funding from grants, donations and contributions from the passengers we carry. Once again West Berkshire Council provided us with a Community Transport Grant and we were able to claim the Department of Transport Bus Service Operators Grant (BSOG) based upon the passengers carried. With limited journeys being made in the first half of the year our passengers fares revenue was considerably lower than pre-pandemic years. With journeys and passengers increasing in the second half of the year, fares revenue has now returned to near normal levels. Whilst passengers fares have increased 10 fold from the previous financial year (£6,102 versus £686) they were still down on pre-pandemic levels (£8,822 in 2019/20 , £9,390 in 2018/19). This overall loss of fare revenue contributes most to the year-end deficit of £1,380. However with the easing of Covid-19 restrictions, and with services now operating at normal levels this financial shortfall has now been recovered.

With the continued financial support from West Berkshire Council in the form of a Community Transport Grant and with passenger services now operating back at pre-pandemic levels, the outlook, both financial and operationally, is encouraging for the future.

Burghfield and Mortimer Handybus are extremely grateful to all its funders, supporters and volunteers without whom we would not be able to continue with providing this service. We thank you all and hope that you will continue this valuable support into the coming year.

P.I.CHURCH  
Chairman of Trustees  
November 2022

**BURGHFIELD & MORTIMER HANDYBUS**

**RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDING 31st MARCH 2022**

<u>2021</u>	<b>Receipts</b>	<b>2022</b>	<u>2021</u>	<b>Payments</b>	<b>2022</b>
£686.56	<b>Passengers Fares</b>	<b>6,102.00</b>	£4,801.21	<b>Bus Expenses</b>	<b>2,288.50</b>
£7,430.14	<b>Grants</b>	<b>5,845.56</b>	£493.53	<b>Fuel</b>	<b>1,995.03</b>
£6,231.41	<b>Donations</b>	<b>2,143.75</b>	£2,202.19	<b>Insurance</b>	<b>2,348.90</b>
£41.10	<b>Deposit a/c interest</b>	<b>2.83</b>	£1,292.13	<b>Operational Expenses</b>	<b>898.23</b>
			£10.65	<b>Volunteer Expenses</b>	<b>542.90</b>
			£7,200.00	<b>Minibus Depreciation</b>	<b>7,400.00</b>
£14,389.21		<b>14,094.14</b>	£15,999.71		<b>15,473.56</b>
			-£1,610.50	<b>Deficit/Surplus for year</b>	<b>-1,379.42</b>
£14,389.21		<b>£14,094.14</b>	£14,389.21		<b>£14,094.14</b>
£62,554.61	<b>Accumulated surplus 01/04/2021</b>	<b>60,944.11</b>			
-£1,610.50	<b>Add deficit/surplus for the year ending 31/03/2022</b>	<b>-1,379.42</b>	£9,094.59	<b>Current Account Balance at 31/03/22</b>	<b>8,926.60</b>
			£25,167.34	<b>Savings A/c (towards Bus replacement)</b>	<b>30,870.17</b>
			£0.00	<b>Invoices not yet paid</b>	<b>0.00</b>
			£152.18	<b>Cash Float</b>	<b>637.92</b>
			£750.00	<b>Fuel Genie Deposit</b>	<b>750.00</b>
			£23,780.00	<b>Minibus Asset DK67 CVN</b>	<b>18,180.00</b>
			£2,000.00	<b>Minibus Asset YF59 YVA</b>	<b>200.00</b>
£60,944.11		<b>£59,564.69</b>	£60,944.11		<b>£59,564.69</b>



P.I. Church, Chairman of Trustees

**BURGHFIELD AND MORTIMER HANDYBUS**

England & Wales - Charity number 1170252

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# Accounts

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## Burghfield & Mortimer Handybus (Registered Charity Number 1170252)

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### Annual Report 2020/21

#### REMIT

Burghfield and Mortimer Handybus provide a Community Minibus Service for the local areas of Burghfield, Mortimer, Aldermaston, Sulhampstead and Ufton Nervet in the county of West Berkshire. The service is provided by two 10/12 seater minibuses which have been modified to provide easy access, including passenger lifts to enable wheelchair bound passengers to be carried. The service operates to help those with limited mobility and people who are unable to use, or do not have access to, public transport.

#### OPERATION

The service is provided on a not for profit, voluntary basis and operates under a Section 19 Bus Permit in accordance with Transport Act:1985. The service relies financially on Grants from West Berkshire Council and local Parish Councils plus for each journey made passengers are asked to make a small contribution towards running costs.

#### OBJECTIVES – 2020/21

1) “Whilst the minibuses are not operating we will explore other options to provide community support to our existing passenger base.”

*Like many organisations our services suffered considerably due to the Covid-19 Pandemic and the various lockdowns the country experienced. We were forced to remove our minibuses from services at the end of March 2020 and, apart from a few restricted services during a window between Sept 2020 and Nov 2020, they remained out of service for the whole year. Overall the trips we made and the passengers we carried were **90% down** on the previous year. Whilst we were unable to operate our minibuses we did however continue to provide help and support to a number of our regular passengers. Throughout the lockdown periods individual volunteers did shopping for many of our regular elderly passengers who were isolating. We also carried a few passengers to vaccination and hospital appointments during the lockdown periods. As lockdown has eased we have slowly re-introduced our minibus services, albeit with restricted numbers carried, and within Government Covid-19 safety guidelines.*

2) “To seek financial options and support to ensure that we are able to manage financially during the pandemic crisis without the income of passenger contributions.”

*A lack of services and trips had a drastic effect on the passenger contributions that we received ( £686 versus £8822 previous year ). Even though we were not able to run the services, some ongoing vehicle costs still occurred – insurance, minibuses safety checks, minibus annual service and MOT plus some essential maintenance repairs needed on one Minibus. Net result was a forecast for a considerable reduction in our reserves. To offset these financial shortfalls we set up a funding request project, via a local Charitable Platform. This proved to be successful and we received a number of donations which went a long way to cover most of the missing passenger contributions. The overall state of the Charity remains financially strong.*

3) "To maintain our minibuses, volunteers and operating structures so that we are in a position to immediately recommence services as soon as it is practical and safe to do so.

*We have continued to be active in the community during lockdown (see above) and have maintained regular contact with most of our passenger base. We have continued to update the local community in general with regular updates via various Parish newsletters. This visibility has also led to additional passengers showing an interest in our services, once it is safe to do so. We have also been fortunate that two new volunteers have stepped forward to offer their services. These recruits build up the organization numbers to 16 active volunteers meaning we have the ability to expand our services to include additional shopping trips and more social trips once the situation allows us to safely do so. To accommodate the few trips we were able to make we had to revise the travelling conditions within our minibuses to ensure we conformed to the Government guidelines with regards to the Pandemic. A full risk assessment was carried out and a number of seats in the minibuses were removed to ensure social distancing, face masks and hand gels were provided and the minibuses were given a deep clean after each trip. Having established this routine the intention is to continue in this vein for the foreseeable future because our passengers are predominantly the elderly members of the community.*

## **FINANCE**

See accounts.

The Charity is dependent on its funding from grants, donations and contributions from the passengers we carry. Once again our local County Council provided us with a Community Transport Grant and we were able to claim the Department of Transport Bus Service Operators Grant (BSOG) based upon passengers carried the previous financial year. Because of the Covid-19 Pandemic the number of trips we were able to make was drastically reduced from 504 trips and 3128 passenger journeys the previous year down to 71 trips and 227 passenger journeys this year. This obviously had a major impact on our Income with a reduction of travelling passenger contributions of £8,136 in the year. Offsetting this the reduced number of journeys being made meant we saved £3,000 in Fuel costs compared to a normal operating year. In addition we were faced with some major mechanical work on our minibuses incurring additional expenses of £2,000. and even with our successful funding project we still finished the year with a net £1,610 deficit. With the easing of Covid-19 restrictions, services are now slowly re-commencing and It is anticipated that this financial shortfall is a one-off situation.

The overall financial state of the Charity is healthy with no outstanding liabilities. We have a Current Bank Account balance which will cover one year of operating costs and a healthy Savings Fund building towards a replacement minibus. With the continued support from West Berkshire Council and our local Parish Councils and passenger services now beginning to slowly return to pre-Covid-19 levels, the outlook, both financial and operationally, is encouraging.

## **THE FUTURE**

The nationwide pandemic had a major effect to us with operating services having to be suspended for most of the year. We have decided to step away from Covid-19 restrictions in a cautious and careful way with our priority to keep passengers and volunteers as safe as possible. With some levels of social distancing still being practiced the number of passengers carried on each trip will initially be reduced. This will have a financial effect on the operation with the loss of passenger contributions but we hope to cover this by increasing the number of individual trips we can offer.

The challenge over the next twelve months will be to ensure the organisation remains active so that we are in a position to provide services in what will undoubtedly be a “new norm” for many of our elderly and less able members of the local community.

Prior to lockdown demand for Community Transport services with our operation was growing. With two operational minibuses, a stable financial position and a dedicated band of volunteers we anticipate the Charity will continue to provide and grow these services.

The primary objectives for 2020/21 will be –

- i) Continue to provide our services to the elderly and disabled members of our community in a safe and secure way.
- ii) To increase the number of volunteers and passengers so that we can maximize the use of our minibuses.
- iii) To maintain control on our finances such that any shortfall in Grants or passenger contributions are made up by other fundraising activities. The overall financial objective is to increase the fund for a minibus replacement – something we may have to do in the near future.

Burghfield and Mortimer Handybus are extremely grateful to all its funders, supporters and volunteers without whom we would not be able to continue with providing this service. We thank you all and hope that you will continue this valuable support into the coming year.

P.I.CHURCH  
Chairman of Trustees  
November 2021

**BURGHFIELD & MORTIMER HANDYBUS**  
(Charity Number 1170252)

**RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDING 31st MARCH 2021**

<u>2020</u>	<u>Receipts</u>	<u>2021</u>	<u>2020</u>	<u>Payments</u>	<u>2021</u>
£8,822.50	<b>Passengers Fares</b>	<b>686.56</b>	£2,610.56	<b>Bus Expenses</b>	<b>4,801.21</b>
£7,084.28	<b>Grants</b>	<b>7,430.14</b>	£3,506.78	<b>Fuel</b>	<b>493.53</b>
£2,470.87	<b>Donations</b>	<b>6,231.41</b>	£2,209.96	<b>Insurance</b>	<b>2,202.19</b>
£107.14	<b>Deposit a/c interest</b>	<b>41.10</b>	£1,231.43	<b>Operational Expenses</b>	<b>1,292.13</b>
			£1,229.61	<b>Volunteer Expenses</b>	<b>10.65</b>
			£6,340.00	<b>Minibus Depreciation</b>	<b>7,200.00</b>
£18,484.79		<b>14,389.21</b>	£17,128.34		<b>15,999.71</b>
			£1,356.45	<b>Deficit/Surplus for year</b>	<b>-1,610.50</b>
£18,484.79		<b>£14,389.21</b>	£18,484.79		<b>£14,389.21</b>
£61,198.16	<b>Accumulated surplus 01/04/2019</b>	<b>62,554.61</b>			
			£8,151.65	<b>Current Account Balance at 31/03/20</b>	<b>9,094.59</b>
£1,356.45	<b>Add surplus for the year ending 31/03/2020</b>	<b>-1,610.50</b>	£20,126.24	<b>Replacement Bus Saver Account</b>	<b>25,167.34</b>
			£18.45	<b>Invoices not yet paid</b>	<b>0.00</b>
			£528.27	<b>Cash Float</b>	<b>152.18</b>
			£750.00	<b>Fuel Genie Deposit</b>	<b>750.00</b>
			£28,980.00	<b>Minibus Asset DK67 CVN</b>	<b>23,780.00</b>
			£4,000.00	<b>Minibus Asset YF59 YVA</b>	<b>2,000.00</b>
£62,554.61		<b>£60,944.11</b>	£62,554.61		<b>£60,944.11</b>