

BISHOP'S STORTFORD COMMUNITY TRANSPORT CIO
ACCOUNTS
YEAR ENDING 31st MARCH 2021

Bishop's Stortford Community Transport CIO

Trustees Annual Report for the Year Ending 31st March 2021

Reference and Administration Details

Charity Name Bishop's Stortford Community Transport CIO

Charity Number 1172934

Charity Address The Old Monastery, Windhill, Bishop's Stortford, Herts, CM23 2ND

The Trustees managing the charity were as follows;

Cllr J Barfoot
Cllr P Demonti (Resigned 1st May 2021)
Mr C Gauld-Clark
Cllr R Gilbert
Prof G Goldspink
Mr C Richardson
Mr K Wood (Appointed 27th January 2021)

Structure, Governance and Management

The Bishop's Stortford Community Centres CIO is governed by a Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees and the trustees are appointed as follows:

- i) Between five and seven trustees appointed by charity trustees
- ii) Between zero and two trustees nominated by Bishop's Stortford Town Council

The Trustees administer the charity and meet quarterly.

Objects and Activities

The objects of the CIO are to provide transport facilities for the residents of Bishop's Stortford and the surrounding area 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.

Achievements and Performance

This is detailed in the attached report by the Chairman of the CIO.

Financial Review

Bishop's Stortford Community Transport CIO maintains its reserves between an instant access savings account and a notice account in order to fund its day to day operation and maximise interest received. No funds are in deficit.

18 JUN 2021

Independent Examiners Report to the Trustees of Bishop's Stortford Community Transport CIO

I report on the accounts of the CIO (Charity No. 1172934) for the year ending 31st March 2021, which are set out on pages 4 and 5.

Respective responsibilities of Trustee 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiners Report

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 present with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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.

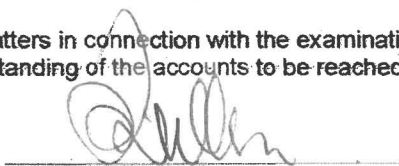
Independent Examiners Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

I 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



Dated 15 June 2021

Print Name

Stuart W J Wilbur

Address

10 Downland Road
Calne
Wiltshire
SN11 0ET

Bishop's Stortford Community Transport CIO

Receipts and Payments For the Year Ending 31st March 2021

	Restricted Fund	Unrestricted Fund	2021 Total Funds	2020 Total Funds
Receipts				
Opening Balance				
VAT Receipts		5,634	5,634	7,270
Minibus Lettings		1,620	1,620	14,288
Fares	34,592		34,592	35,729
Revenue Grants Received	26,187	2,720	28,907	27,330
Reimbursed Expenses	2,361	687	3,048	2,629
Interest Received	326	153	479	422
Appeals & Donations	27,183	23	27,206	10,622
Total Receipts	90,649	10,837	101,486	98,290
Payments				
VAT Payments		5,286	5,286	7,622
Wages	30,593	25	30,618	35,517
Employers Pension	284		284	219
Staff Expenses	21		21	200
Staff Catering/Hospitality	37	17	54	63
Insurance	339	160	499	970
Equipment	592	(13)	579	611
Vehicle Maintenance Costs	7,595	2,388	9,983	16,358
Fuel and Oil	5,613	223	5,836	9,032
Road Fund Licence	488	282	770	755
Vehicle Insurance	3,760	1,880	5,640	4,832
Printing & Stationary				1,666
Marketing	26		26	
Subscriptions	97	48	145	75
Bank Charges	123	57	180	206
Accounting/Administration	7,992	3,761	11,753	11,557
Professional Fees	250	118	368	295
Other Supplies & Services	150		150	2,135
Cost Reallocations	278		278	268
Total Payments	58,238	14,232	72,470	92,381
Net Receipts/(Payments)	32,411	(3,395)	29,016	5,909
Transfer Between Funds	(405)	405		
Cash Funds from Last Year End	66,714	8,030	74,744	68,835
Cash Funds this Year End	98,720	5,040	103,760	74,744

Bishop's Stortford Community Transport CIO

Statement of Assets and Liabilities For the Year Ending 31st March 2021

	Restricted Fund	Unrestricted Fund	2021 Total Funds	2020 Total Funds
Cash Funds				
Lloyds Current Account	7,783	5,040	12,823	14,229
Lloyds Call Account	40,445		40,445	10,435
HTB 30 Day Notice Account	50,452		50,452	50,000
Float	40		40	80
	98,720	5,040	103,760	74,744
Other Monetary Assets				
Monies Due to Charity at 31/03		1,294	1,294	22,444
Liabilities				
Monies Owed by Charity at 31/03	872	420	1,292	2,399
Investment Assets				
None				

Approved for and on Behalf of Bishop's Stortford Community Transport CIO on behalf
of all the Trustees

Signed



Dated

27th October 2021

Print Name

K.A. Woods

Signed



Dated

1 / 11 / 2021

Print Name

John Banfoot

Bishop's Stortford Community Transport CIO Chairman's Report October 2021

At the start of this year's Chairman's Report I should like to record my sincere thanks to Phillip Demonti for his 21 years of outstanding service as Chairman of the Trust and CIO. His steady hand in steering the Trust/CIO through years of change is an example to us all.

This year saw the addition of Keith Wood to the CIO, a valued member, as both he and Colin can bring the experience of driving a bus to the table. On the subject of drivers, I should like to offer my thanks also to all the drivers who have continued to work through the difficulties of the second year of the Covid-19 Pandemic. My thanks also to the support staff, Anne, Tracey and James for their enthusiasm and hard work.

We continue to provide three scheduled services, the Stortford Shuttle, the Saturday Shopper Hopper and the Hadham Hopper. These have now become essential services, filling in the gaps left by the commercially run buses. Shopping trips, hospital visits and doctors' appointments are all accessed by these services and I take a pride in the fact that all services have been maintained throughout the pandemic.

The self-drive hire service offered by the CIO has been hit hard during Covid, but this is now starting to pick up again with services for the elderly returning and ad hoc hiring requests coming in again.

Financially the CIO is still in a very good position and is poised to make a decision on the purchase of a new minibus.

I close with thanks to all the Trustees, without whose voluntary help the CIO would struggle to function.

John Barfoot
Chairman

A handwritten signature in black ink, appearing to be 'J Barfoot', written in a cursive style.