

BISHOP'S STORTFORD COMMUNITY TRANSPORT CIO
ACCOUNTS
YEAR ENDING 31st MARCH 2023

Bishop's Stortford Community Transport CIO

Trustees Annual Report for the Year Ending 31st March 2023

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;

J Barfoot
V Bateman (Appointed 25th January 2023)
C Gauld-Clark (Resigned 26th October 2022)
R Gilbert (Resigned 3rd May 2022)
G Goldspink
R Holloway (Appointed 25th January 2023)
J Parker (Appointed 18th January 2023)
C Richardson (Deceased 12th March 2023)
K Wood

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.

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 2023, 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.

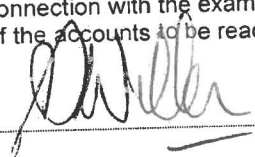
Independent Examiners Statement

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

30 June 2023

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 2023

			2023	2022
	Restricted Fund	Unrestricted Fund	Total Funds	Total Funds
Receipts				
VAT Receipts		9,628	9,628	7,362
Minibus Lettings		6,376	6,376	9,252
Fares	40,214		40,214	38,974
Revenue Grants Received	13,115	1,385	14,500	27,257
Miscellaneous Income	6,500		6,500	417
Reimbursed Expenses	2,571	541	3,112	3,695
Interest Received	1,178	229	1,407	108
Appeals & Donations	35,860	38	35,898	22,478
Total Receipts	99,438	18,197	117,635	109,543
Payments				
VAT Payments		26,460	26,460	9,548
Wages	32,604		32,604	31,853
Employers Pension	279		279	221
Staff Expenses	50		50	225
Staff Catering/Hospitality	57		57	25
Insurance	641	125	766	
Equipment	504	22	526	750
Vehicle Maintenance Costs	10,354	4,097	14,451	22,917
Vehicle Replacement	97,420		97,420	14,995
Fuel and Oil	8,434	2,178	10,612	8,325
Road Fund Licence	358	229	587	436
Vehicle Insurance	9,424	5,668	15,092	6,341
Printing & Stationary	294	47	341	200
Marketing	234		234	38
Subscriptions	66	54	120	175
Bank Charges	156	30	186	196
Accounting/Administration	10,123	1,971	12,094	11,753
Professional Fees	50	10	60	60
Other Supplies & Services	200		200	4,547
Cost Reallocations	1,615		1,615	564
Total Payments	172,863	40,891	213,754	113,169
Net Receipts/(Payments)	(73,425)	(22,694)	(96,119)	(3,626)
Transfer Between Funds	(24,143)	24,143		
Cash Funds from Last Year End	97,568	2,566	100,134	103,760
Cash Funds this Year End	0	4,015	4,015	100,134

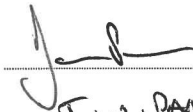
Bishop's Stortford Community Transport CIO

Statement of Assets and Liabilities For the Year Ending 31st March 2023

	Restricted Fund	Unrestricted Fund	2023 Total Funds	2022 Total Funds
Cash Funds				
Lloyds Current Account		2,975	2,975	10,100
Lloyds Call Account		1,000	1,000	39,474
HTB Notice Account				50,520
Float		40	40	40
		4,015	4,015	100,134
Other Monetary Assets				
Monies Due to Charity at 31/03		20,253	20,253	8,703
Liabilities				
Monies Owed by Charity at 31/03		917	917	2,713
Investment Assets				
None				

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

Signed



Dated

26/10/2023

Print Name

J. W. PARKER

Signed



Dated

27/10/2023

Print Name

KEITH WOOD

Bishop's Stortford Community Transport CIO
CHAIRMAN'S REPORT 2023

As always, I want to start this report with thanks for the "over and above" effort that is given by the staff, trustees, and drivers. It is a delight to chair a CIO that always goes the extra mile to ensure that users have the best service that we can give.

In these challenging times, with cuts to funding, the trustees will have to innovate to ensure the future of Stortford Shuttle and the self-drive hire minibus service. Funding is sound in the short term, but plans need to be made now to secure new funding streams for the future.

In January, we thought that many of our bus reliability problems would be solved with the long-awaited arrival of the new EVM Mercedes bus. A great vehicle, but sadly very unreliable so far. Tracey has done a great job, keeping on top of all the repairs that the bus has needed but EVM are still working on some outstanding issues. My hope is, that when this bus has got through its teething problems, that it will prove to be as tenaciously reliable as the other Mercedes buses.

The CIO will now be entering a new phase. Since retiring as a Councillor, I have been gradually retiring from all the other tasks that came with that role and, today I shall retire from my role as chairman of this trust.

I joined in 2009 with the vision to set up a local bus service, this vision driven by the huge response we had to the Town Plan questionnaire. In the early days, we had to work hard to publicise the "Stortbus" but as the service developed and became viable, we were able to attract sufficient funding to grow and enhance the service. Thank you to everyone who has helped to make this vision a reality.

I know that the trust is being left in safe hands.

John Barfoot

