

Trustees' annual report: 2020-21

Bucklebury Community Bus

Registered Charity Number 1174111



The Trustees of The Bucklebury Bus Charity present their annual report and audited accounts for the year ended 31 July 2021 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS 102).

Overview

The Bucklebury Community Bus (The Bus) provides transport for secondary school pupils from the village of Upper Bucklebury in Berkshire to the Kennet Secondary school in Thatcham, some 3 miles away. The bus also receives a payment to transport a small number of pupils from Thatcham who attend the Upper Bucklebury Primary school.

In addition to the primary purpose of school transport runs, the bus can also be borrowed by local individual or organisations for their own needs e.g. trips to local events or for local events such as the Bucklebury Beer Festival. Donations are requested for this in lieu of formal hire.

Finances

Our finances show an opening balance on 1st August 2020 of £2,121.39 for the Current account and £5,502.35 credit in the Savings account. Our income for 2020-21 for the Current account was £12,332.80 and with savings accrued (via bank transfer from the Current account) for the Savings Account of £4,500.

We continue to operate in surplus with no overdrafts or debts. The balance at 31st July 2021 was £641.20 credit in the Current account and £10,003.24 credit for the Savings account.

A local garage continues to carry out the required 10 week checks. The costs have kindly been covered by the local community pub, or by the garage itself.

Cash collection is managed by the Trustees, with parents reserving and paying for their child's place(s) via direct bank transfer to the Charity's Lloyds Bank Current account.

During the Covid lockdown period and school closure the bus did not run and reimbursements were offered to those who paid in advance. We continued to pay

the driver without being eligible for government funding in order to re-start the service at short notice.

Appointments

There were no changes to Trustees during the year.

Governance

The Trustees meet at least on a Bi-monthly schedule or more frequently if needed. Each meeting is minuted with the actions from the previous meeting being reviewed at each meeting. New matters arising are recorded and assigned owners at each meeting. All trustees give of their time freely and no remuneration or expenses were paid in the year.

Risk Management

The Trustees have reviewed all data storage and policies to ensure compliance with GDPR regulations. We renew our ICO membership / data protection fee on an annual basis.

Parents and pupils are reminded frequently about safety whilst using the bus, for example the mandatory use of seat-belts. We continue to ask passengers to wear face masks and use hand sanitiser when using the bus. Our driver also wears a face mask when driving.

Future Plans

Replacement Bus: Whilst the bus only does very low mileage (circa 8000 miles / year) we are mindful of the future need to replace the bus with a newer model in the coming years. With that in mind –we are setting aside circa £4,500 in our Lloyds savings account. This account is a subsidiary of the primary Treasurer’s Account. We anticipate that we will not have to replace the bus for 3-4 years.

VAT Registration: The Charity is registered for VAT and we claim VAT rebates using the HMRC electronic systems. We are also registered with HMRC to recover Gift Aid from donations; this has helped us to supplement our income without asking for additional donations.

Trustees

The following are Trustees of the Bucklebury Community Bus

<u>Title</u>	<u>Role</u>	<u>Status</u>
Ms Janet Wild	Chair	Active
Mr Peter Weedon	Trustee	Active
Ms Anne Hillerton	Trustee	Active
Mr Phil Evans	Trustee	Active
Mr Paul Dick	Trustee	Active
XX Trustee with a dispensation	Treasurer	Active
XX Trustee with a dispensation	Trustee	Active

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Annual Accounts 1st August 2020 – 31st July 2021

For account number : 17258468 – Current Account

INCOME

Opening Balance 1st Aug 2020	£2,121.39
Donations	£6,767.47
Bus Hire	£0.00
VAT & Gift Aid Income	£5,565.33
	£14,454.19

EXPENDITURE

Driver Pay	£6,018.90
Bus Maintenance	£604.40
Fuel	£822.50
Tax, Insurance & Regulatory	£1,018.32
Security and ICO	£321.80
Misc Expenditure	£202.07
Misc refunds	£325.00
Bbus Bank Transfers	£4,500.00
	£13,812.99

Closing Balance Jul 31st 2021

£641.20

Having examined the financial records of the Bucklebury Community Bus Scheme for the stated period I certify that the Receipts and Payments Account correctly reflects the transactions of the Scheme and the Balance Sheet correctly reflects the financial position of the Scheme at 31st July 2021.

Verified and signed :

C. M. Brown

Date

7/6/22



Annual Accounts 1st August 2020 – 31st July 2021

For account number: 18739268 – Savings Account

INCOME

Opening Balance (1st Aug 2020)	£5,502.35
Interest	£0.89
Passenger Contributions	£0.00
Bus Hire	£0.00
Donations	£0.00
Miscellaneous	£0.00
Old Bus Sale etc	£0.00
Tranfers to / from BBus Current Account	£4,500.00
	£10,003.24

EXPENDITURE

Bus Purchase	£0.00
Miscellaneous	£0.00
	£0.00

Closing Balance 31st July 2021

£10,003.24

Having examined the financial records of the Bucklebury Community Bus Scheme for the stated period I certify that the Receipts and Payments Account correctly reflects the transactions of the Scheme and the Balance Sheet correctly reflects the financial position of the Scheme at 31st July 2021.

Verified and signed : A. H. Brown

Date : 7/6/22