

Trustees' Annual Report: 2024-25

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 2025 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.

We have 2 bus drivers who have settled into their tenure and are liked by the pupils being transported

In the rare occasion that our Bus Drivers are unavailable we rely on a pool of Volunteer drivers to cover a shift. This pool is shrinking as volunteer drivers become unavailable so we continue to look for new volunteers from the school and local community to bolster our Volunteer Driver list.

Due to a reduction in pupils needing the bus, the service has dropped from 3 to 2 runs per morning/afternoon sessions.

We have again held a successful race-night fundraiser. We were also the recipient of a grant from the Greenham Trust to go towards a replacement step as the malfunctioning step has been the cause of some minor service outages.

Finances

Our finances show an income of £10,125.45 and expenditure of £8,346.47 for the year 2024-25. We therefore recorded a profit of £1,778.98. This helps offset the losses that we have recorded over the last 2 financial years. It will also contribute towards the cost of replacing the malfunctioning step.

As of 31st July 2025 we held £7,595.65 in financial reserve.

A local garage carries out the required 10 week checks and annual MoT. They kindly cover the cost of the MoT annually.

School Bus Fee 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 account.

The Bucklebury Church of England Primary School pays a termly contribution for daily transportation of pupils that may otherwise be able to get to school due to a lack of transport.

Bucklebury Parish Council kindly provide an annual £500 donation in support of the eventual replacement of the bus.

The Charity is registered for VAT and we claim VAT rebates using the HMRC electronic systems.

Appointments

Mr Paul Dick has stood back from his role as a Trustee. We thank him for his support and help over the years.

Governance

The Trustees generally meet on a 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.

Parents and pupils are reminded frequently about safety whilst using the bus, for example the mandatory use of seat-belts.

We renew our ICO membership / data protection fee on an annual basis.

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 £5,000 in a Lloyds savings account.

Ongoing Bus Maintenance: As the bus ages, and potentially due to the short nature of the journeys, the bus requires bodywork components to be replaced. With this in mind we raise money through fundraising activities and funding applications to the Good Exchange to raise sufficient funds to complete these required works.

The step into the rear of the Bus is electric and has been becoming increasingly unreliable. Quotes to replace the step exceed £2500 for the step alone so our Grant request to Greenham Trust was specifically to provide funding towards its replacement. We're happy to say that we were awarded funding and plan to replace the step.

Trustees

The following are Trustees of the Bucklebury Community Bus

<u>Title</u>	<u>Role</u>	<u>Status</u>
Mrs Fay Morris	Chair	Active
Mrs Sarah McGill	Secretary	Active
Mr David Parsons	Treasurer	Active

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Annual Accounts

**Bucklebury Community Bus -
Income and Expenditure
1 August 2024 - 31
July 2025**

Opening Balances		Closing Balances	
Savings Account	£4,041.31	Savings Account	£4,078.84
Trustee Current Account	£1,775.36	Trustee Current Account	£3,516.81
Total	£5,816.67	Total	£7,595.65

Income

Row Labels	Amount
BPC	£500.00
BPS School Fee	£900.00
Donations	£65.00
Fundraising	£257.90
racenight	£1,644.47
School Bus Fee	£6,356.00
VAT	364.55
Saving Acct Interest	37.53
Total	£10,125.45
Net Profit	£1,778.98

Expenditure

Row Labels	Amount
Bus Maintenance	£1,169.92
Driver Pay	£4,397.08
Fuel	£1,192.11
Fundraising	£132.20
ICO & Regulatory	£200.00
racenight	£200.00
School Bus Fee	41
Tax & Insurance	1014.16
Total	£8,346.47

Having examined the financial records of the Bucklebury Community Bus scheme for the stated period I certify that the receipts and payments account accurately reflect the transactions of the scheme and the Balance Sheet correctly reflects the financial position of the scheme at 31st July 2025

Verified and signed: C. M. Brown
Date: 1/5/26