

# THE FRIENDS OF CHATHAM TRACTION

England & Wales · Charity number 1174323

## Details

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**Status** Registered

**Legal form** CIO

**Company number** [CE010818](#)

**Registered** 2017-08-21

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

## Contact

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

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE HISTORY, HERITAGE AND USE OF PUBLIC TRANSPORT IN THE MEDWAY TOWNS WITH PARTICULAR REFERENCE TO THE HISTORY AND ROLE OF THE CHATHAM AND DISTRICT TRACTION COMPANY IN SUCH WAYS AS SHALL BE THOUGHT FIT INCLUDING BUT NOT LIMITED TO:A) PRESERVING, RESTORING, EXHIBITING AND OPERATING THE 1939 BRISTOL K5G DOUBLE-DECK BUS REGISTERED GKE 68;B) PRESERVING, RESTORING AND EXHIBITING SUCH OTHER PASSENGER SERVICE VEHICLES OF PARTICULAR EDUCATIONAL OR HISTORICAL MERIT;C) COLLECTING AND EXHIBITING ARTEFACTS, EPHEMERA AND RECORDING PUBLIC HISTORY RELATING TO PUBLIC TRANSPORT

**Activities:** 1) TO PRESERVE, RESTORE, EXHIBIT AND OPERATE FOR PUBLIC BENEFIT THE 1939 BRISTOL K5GDOUBLE-DECK BUS REGISTERED GKE 68: AND(2) TO ADVANCE THE EDUCATION OF THE PUBL IC IN THE HISTORY AND USE OF THEBUS, INCLUDING, BUT NOT LIMITED TO THE HISTORY AND ROLE OF THE CHATHAM A NDDISTRICT TRACTION COMPANY.

## Classification

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- **How:** Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

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- Medway

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£11,666	£6,624	-	-
2023-12-31	£3,000	£8,000	-	-
2022-12-31	£17,461	£2,785	-	-
2021-12-31	£23,925	£48,500	-	-
2020-12-31	£36,413	£37,370	-	-

## Trustees

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Name	Role	Appointed
RICHARD BOURNE	Chair	2017-08-21
NORMAN KEMP		2017-08-21
Richard Brian Ratcliffe		2017-08-21
WENDY MESHER		2014-03-01

**THE FRIENDS OF CHATHAM TRACTION**

England & Wales - Charity number 1174323

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# Accounts

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# FRIENDS OF CHATHAM TRACTION

**Reports and Accounts**  
**Year ended 31<sup>st</sup> December 2024**

**Charity number**

**1174323**

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**The Friends of Chatham Traction**  
**Reports and Accounts**  
**Year ended 31<sup>st</sup> December 2024**

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# The Friends of Chatham Traction

## Legal and administrative information

### Constitution

The Friends of Chatham Traction is a trust founded by a deed dated 24<sup>th</sup> March 2007 and governed by a constitution dated in September 2009, which has been amended in August 2017 with the status of a Charitable Incorporated Organisation being adopted and approved by the Charity Commission with effect from that date.

### Principal address

The principal address for correspondence is that of the Secretary M Hodges at 8 Pier Avenue, Whitstable, Kent, CT5 2HQ. For matters concerning membership or subscriptions please see the website for contact names.

### Trustees

The trustees who have served during the year ended 31<sup>st</sup> December 2024 are as follows:

Richard Bourne	Norman Kemp	Richard Ratcliffe	Wendy Mesher
Gordon Mackley (appointed 2/3/2024)		Stuart Smith (appointed 2/3/2024)	

### Officers and committee

Officers who have served through the period of the accounts are:

President	David Swann
Chairman	Richard Bourne
Vice Chairman	Wendy Mesher
Secretary	Mike Hodges

The committee comprises the trustees and officers, listed above, with Janet Dyjak acting as Book Keeper. Phil Gates, Ian Marsh, Richard Lewis, Chris Jenkinson, and David Swah have been working with the committee during the year as volunteers.

### Bankers

The bankers to the charity are:

CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, ME19 4JQ

### Independent Examiner

J Croucher Esq.  
31 Cecil Avenue  
Gillingham  
Kent ME8 6EH

# **The Friends of Chatham Traction**

## **Chair Report for 2024**

Completion of the restoration of the bus is now in sight. Full on-road operation needs completion of insurance details and some willing drivers.

The advent of Medway's status as a Heritage Place, as defined by the National Lottery Heritage Fund, could not have been better timed from our point of view. We're in from the start, it gives us wider recognition, and there's the possibility of sharing facilities with other organisations.

### **FoCT Organisation and Governance**

Face-to-face meetings of the committee have resumed, with Zoom being employed in the event of weather or travel issues preventing full attendance. Our thanks to Gordon Mackley for use of his Zoom account when need arises.

Richard Ratcliffe retires from the Committee at this AGM for personal reasons.

The seven principles comprising the Charity Commission's Charity Governance Code are reviewed within the programme of monthly committee meetings. Any need for adjustment to practices or principles is recorded in the meeting minutes.

Mike Hodges continues in the Secretary role.

### **The Medway Heritage Bus**

Wendy's involvement has increased as a result of the general move towards issues relating to the Medway Heritage Bus, including liaison with Medway Council's Heritage Place lead Imogen Robertson.

An early move in this direction is to seek the support of other transport-based local heritage clubs and societies in seeking opportunities for joint working.

### **Funding**

Our available funds are holding up well. If anything, random donations have increased the total slightly, whilst some "fallback" loans have been converted into donations. This is possibly a result of a desire to speed things up, and it certainly works through easing doubts about remaining costs!

The funding of the Medway Heritage Bus will, of course, be kept separate from the completion of GKE 68. Operational costs will appear instead, and we've begun to ask around for guidance on the likely scale of these.

### **Progress with GKE 68**

The work done by Ian Marsh and James Hodgson during the year has been magnificent and deserves recognition. They've attended to and fine-tuned no end of issues, from cab instrument drives and back axle oil seals to making a template for the glass "STOP" panel on the rear and fitting a specially-made screw to secure the knob to the gear lever.

These were the sort of jobs that can each take a long time, often show no obvious sign, but are essential to the end product.

Otherwise, most seats are now installed as a result of two working parties organised by Wendy and Malcolm. Again, there are details here (ashtrays, handrail clamps....).

The saloon light fittings are ready for installation. The interior wiring, installed during the coachwork phase, can then be connected.

We have had an arrangement with BAE Systems where, as a supplement to two financial contributions from their Community Fund, they would investigate the manufacture of bell-pushes and saloon light shades to bring the number of these parts up to the requirements (some having been lost or damaged over the years). However this has not to date yielded an output so we will seek possible suppliers from the trade.

### **Events**

A routes Tour of Chatham and Maidstone using Nu-Ventures respective "tribute" buses took place in May, raising a significant sum for donation.

Our attendance at the Dockyard's 40s event in September proved worthwhile once again, albeit with a perceived lower footfall than previous years. An unexpected addition was the presence of the Bus Club's M&D Bristol K6A on the Sunday, providing a chance to meet its "crew" Phil Guyan and Bernard Harris.

Extra to our annual routine was a reception for members and donors to give our thanks for their support. A welcome was arranged at the former Dockyard church. The day also provided an opportunity for a closer look at the bus, invitees being ferried to Aylesford courtesy of N-V. Ian and James had prepared GKE to make a first "public" movement under power, driven by Nu-Venture's Chris Jenkinson, which was duly appreciated.

### **The Bus Inspectors**

A brief mention of this project, which is being promoted and organised by the National Association of Road Transport Museums (NARTM) of which we are an associate member. The aim is to "grade the nation's 10,000 heritage buses and coaches, share and record their stories". A series of podcasts is being produced, recording aspects of bus preservation. In response to the promoters' general invitation, we have indicated our willingness to contribute.

### **Appreciation**

This footnote to the Annual Report has always been in danger of repeating what's been said before, although it would be none the less sincere. Some change this time, though.

As mentioned, Richard Ratcliffe is withdrawing from office, although he will remain as an enthusiastic member. He's looked after our insurance matters and applied Rotary membership to our occasional benefit. Thanks Richard.

Changes on the money side are that our book-keeper Janet Dyjak is retiring at the end of March. Similarly our Financial Examiner John Croucher. They will both be difficult acts to follow, and we are seeking replacements.

Often overlooked, are the small, often one-person, providers of specialist skills, including workers in metal, upholsterers and spare bus parts large and small (some surprisingly still available, e.g. genuine Bristol gear lever knobs). Various sources of advice and shared practice have all contributed. Rather more mainstream are such as Morrisons at Strood whose Community Room is available to us when required.

Lastly we should mention once again Norman Kemp and his Nu-Venture operation. One thing I will repeat is that the provision for 18 years now of a location for the bus in a friendly environment which generates much peace of mind, is a huge contribution, both physical and financial. The contribution in kind that this represents will assist with grant applications still to come. Our thanks once again to Norman and all his team.

***Richard Bourne, January 2025***

# **The Friends of Chatham Traction**

## **Report of the Trustees for the year ended 31<sup>st</sup> December 2024**

The trustees are pleased to present their report along with the financial statements of the charity for the year ended 31<sup>st</sup> December 2024. The financial statements have been prepared in accordance with the accounting policies set out below and on page 7 and which comply with the charity's trust deed and applicable law.

### **Objects and Activities of the Charity**

The Friends of Chatham Traction is a trust founded by a deed dated 24<sup>th</sup> March 2007 and governed by a constitution adopted by a meeting of members held on that date which was amended and approved on 9<sup>th</sup> September 2009. This document was revised in August 2017 with the status of a Charitable Incorporated Organisation being adopted and approved by the Charity Commission with effect from that date.

It is a registered charity, number 1174323.

The objects of the Charity are, firstly the acquisition and preservation of the 1939 double-deck bus registered GKE 68 together with any associated spares, tools and other associated items and thereafter maintain it for the public benefit. Secondly, demonstrating for the public benefit the role played by the enterprise of the Chatham and District Traction Company and its predecessors and successors in serving the transport needs of the Medway community and thereby enhancing learning, cultural tourism and citizenship opportunities in the area.

### **Organisation**

The trustees who have served during the year and since the year end are set out on page 3. The constitution provides that the organisation is to be administered by an Executive Committee comprised of the officers elected by the membership at the Annual General Meeting with such additional advisors who may be asked to assist the committee.

### **Investment Policy**

There are no restrictions on the charity's power to invest, within an overall policy to invest in low and medium risk investments. The investment strategy will be set by the trustees to take account of the income and capital requirements of the organisation.

### **Reserves Policy**

It is the policy of the charity to maintain unrestricted funds which are the free reserves of the charity at a level that provides an amount sufficient to maintain solvency at all times.

### **Risk Management**

The major risks to which the charity is exposed have been reviewed and systems have been established to mitigate those risks.

# **The Friends of Chatham Traction**

**Report of the trustees for the year ended 31<sup>st</sup> December 2024  
(continued)**

## **Trustees' responsibilities in relation to the financial statements**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- 1) Select suitable accounting policies and then apply them consistently
- 2) Make judgements and estimates that are reasonable and prudent
- 3) State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- 4) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Authorised and signed on behalf of the trustees

**Richard Bourne**

**February 2025**

# The Friends of Chatham Traction

## Independent Examiner's report to the Trustees

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2024 which are set out on pages 10 and 11.

### Respective responsibilities of trustees 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;

To state whether any particular matters have come to my attention.

### Basis of independent examiner's 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 presented 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 examiner's statement

In connection with my examination no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met.

Signed

Dated

J. Croucher

3rd February 2025

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J Croucher

31 Cecil Avenue  
Gillingham  
Kent  
ME8 6EH

# The Friends of Chatham Traction

## Financial Notes, year ended 31<sup>st</sup> December 2024

The basis for the preparation of these accounts continues in line with the previous year with income and expenditure included on a “cash” basis except where a significant adjustment arises for a particular category of expenditure. In the year under review the heading affected is Insurance paid in advance (for the vehicle and other risks). No provision has been made for the main contractor as all work is now completed. No invoices are outstanding.

Bookkeeping functions are continuing to be carried out by Janet Dyjak, acting as FoCT’s agent.

Banking facilities remain with CAF Bank.

Administration costs are 5.6% of our income, compared with the previous year of 7%. This is due to the lower level of expenditure this year.

The Income and Expenditure Account shows a surplus in the year amounting to £5042. As the main restoration work has now been completed the cash funds remaining at the year-end have increased to £14964. The £2000 awarded in spring 2022 by BAE Systems now stands at £850.81 and is still ring fenced for actions to develop links with the community and STEM (science, technology, engineering, and mathematics) with the balance going towards the completion of the restoration.

To facilitate the completion of the main restoration work short term loans of £9000 were received from members, of which £3500 remains to be repaid.

Detailed costings for the completion of the restoration are in place and fundraising opportunities are being investigated.

Wendy Mesher

FRIENDS OF CHATHAM TRACTION - Receipts and Payments Account 2024

	Year ending 31 December 2024			All funds Year ended 2023
	General fund	Other designated funds		
<b>Receipts</b>				
Donations under Gift Aid declarations	£7,613.00		£7,613.00	£5,887.00
Donations without Gift Aid declarations	£2,105.79		£2,105.79	£874.00
Lottery Donations	£54.00		£54.00	£201.50
Crowd funding appeal without Gift Aid declarations	£0.00		£0.00	£0.00
Donations from non subscribers not exceeding £100	£17.20	GASDS	£17.20	£102.40
Grant towards costs of funding	£0.00		£0.00	£2,000.00
Gift Aid tax repayments	£1,596.13		£1,596.13	£1,526.41
Sundry sales including sales of product income	£246.66		£246.66	£50.16
Bank interest	£33.33		£33.33	£29.31
<b>Total receipts</b>	<b>£11,666.11</b>	<b>£0.00</b>	<b>£11,666.11</b>	<b>£10,670.78</b>
<b>Payments</b>				
Administration - printing, postage, stationery and bookkeeping	£653.26		£653.26	£747.92
Bank charges and fees including card reader charges	£60.89		£60.89	£60.15
Publicity & Advertising	£720.00		£720.00	£17.88
Insurance	£1,280.18		£1,280.18	£1,186.88
Subscriptions to mutual interest societies	£91.00		£91.00	£91.00
Volunteer Expenses - Travel	£177.90		£177.90	£261.65
Sundry Costs	£100.00		£100.00	£0.00
<b>Total of administration and overhead costs</b>	<b>£3,083.23</b>	<b>£0.00</b>	<b>£3,083.23</b>	<b>£2,365.48</b>
<b>Excess of receipts over administration payments in the year</b>	<b>£8,582.88</b>	<b>£0.00</b>	<b>£8,582.88</b>	<b>£8,305.30</b>
Bus GKE 68 restoration and maintenance costs	£3,540.67		£3,540.67	£8,384.55
<b>Excess of income over expenditure in the year</b>	<b>£5,042.21</b>	<b>£0.00</b>	<b>£5,042.21</b>	<b>-£79.25</b>
<b>Excess of expenditure over income in the year</b>				

## FRIENDS OF CHATHAM TRACTION - Balance Sheet as at 31 December 2024

	As at 31 December 2024		As at 31 December 2023	
<b>Fixed Assets</b>				
No financial value is attached to the vehicle, it's spares or any of the other material and documents held by the Friends of Chatham Traction.		-		-
<b>Current Assests</b>				
Charities Aid Foundation Bank Cash Account	£14,964.70		£13,946.66	
Stock of material for vehicle seating	£1,260.00		£1,260.00	
Prepayments	£655.38		£607.85	
Debtors	£0.00		£0.00	
Balance on VAT suspense & control account	£597.00	£17,477.08	£120.36	£15,934.87
<b>Current liabilities</b>				
Accrued amounts due to suppliers and contractors	£0.00		£0.00	
<b>Loans from members</b>				
Short term loans from members	-£3,500.00	-£3,500.00	-£7,000.00	-£7,000.00
<b>NET ASSETS</b>		<b>£13,977.08</b>		<b>£8,934.87</b>

Represented by:-

**General Fund**

Balance brought forward at 1 January 2023	£8,934.87	£9,014.12
Excess of receipts over expenditure in year	£5,042.21	-£79.25
Excess of expenditure over receipts for the year		
Balance carried forward	£13,977.08	£8,934.87
<b>TOTAL ACCUMULATED FUNDS</b>	<b>£13,977.08</b>	<b>£8,934.87</b>

Proof totals £0.00

£0.00

**THE FRIENDS OF CHATHAM TRACTION**

England & Wales - Charity number 1174323

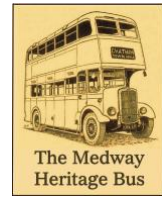
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# Accounts

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# FRIENDS OF CHATHAM TRACTION

## 2024 Annual General Meeting



## Chair Report for 2023

The year has seen increasing focus on defining the Medway Heritage Bus as an operation, and on the need to seek experience and skills in directions appropriate to that end which we do not currently possess.

The remaining work on the bus, in both mechanical and bodywork areas, is now identified, and the necessary actions to complete it are known. Costs of remaining work are currently projected to be within available funds.

## FoCT Organisation and Governance

Stuart Smith and Gordon Mackley joined the Committee during the year. Subject to the agreement of the 2024 AGM, they are willing to become Trustees.

The use of Zoom continues to be the principal means of formal communication for the committee, uncertainties of travel having been a factor.

Secretary duties continue to be covered by Mike Hodges. These include maintaining the Contacts list and dealing with membership requests, donations and subscription issues.

Progressive review of the Charity Commission's Charity Governance Code has continued. The seven principles are covered individually as agenda items on selected monthly committee meetings, and adjustments made as necessary.

## Funding

As the scope of remaining work on the bus becomes narrower so the detail of remaining expenditure becomes clearer. Our income over the year from subscriptions and donations continues to hold up well, maintaining a comfortable financial basis for items still to procure and covering our running costs. Our thanks in particular to those who donated significant sums. Gift Aid payments on subscriptions and donations and VAT recovery still provide a significant proportion of income. The largest items of expenditure during the year were the completion payments for the upholstery, which totalled roundly £6000.

Remaining significant expenditure (on gearbox cover casting, driver's seat upholstery and changing of rear road springs) can be met from within our current funds.

A further advance of £2000 was received from BAE Systems under their Community Funding scheme. The Medway Lottery continues to provide a modest income stream.

## Progress with GKE 68

Upholstery of the seats by South West Upholstery in Bristol was completed during the year - a superb job. All the cushions and back squabs, protectively wrapped, are now stored inside the bus at Aylesford.

The most sustained activity of the year was the work by Ian Marsh and James Hodgson to install most of the systems which control the engine and the bus itself, and which are necessary for the bus to be road-ready. These include the engine starting system and control linkage, the reinstatement of cab controls and the installation of electrical wiring and switches for the operationally essential lighting and trafficators.

Work on the engine itself turned out to be more than expected, as a number of defects were discovered, somewhat inexplicably on what was a fully overhauled engine. These

were all rectified with help and advice from Gardner Marine Diesels at Hersden. Parts for LW series engines are still available, although a few items including the 12V starter motor, were recovered from GKE 65. Notwithstanding these issues, 68's engine was started for the first time under FoCT's ownership on 11th August. In view of access requirements and the weight of items involved special arrangements are being made to replace the rear road springs.

An agreement, yet to be finalised, has been reached with Gillingham Depot painter James Dawkins to apply the C&D livery to the bus.

## **Events**

A further return to normality in March to an AGM held at the Visitor Centre in Rochester. The light relief slot was filled on this occasion by a showing by Mike Hodges of photos taken around Medway in the 1960s, most but not all featuring buses. A lively discussion on the merits or otherwise of "those days" and changes since was enjoyed by attendees.

The year's South East Bus Festival planned for 1st April had to be cancelled due to waterlogging of the Showground site.

Attendance at Chatham Dockyard's 40s Weekend in September has become a calendar fixture, relevant to our purposes and usually with a big attendance. Again located in the Smithery courtyard near the main doorway we could engage with visitors directly as they moved into or out of the courtyard. We adopted "Chatham Traction Women" as the theme for our display of three photos each showing a group of female staff at key times in the company's history - the trams, the 1930s and the last new buses ordered by CT. It was pleasing that a few people recognised ancestors amongst the groups.

We also attended the Medway History Showcase event in October at the REs museum, and gave a short talk on the Friends' aims.

## **Forming connections**

Whilst completion of the bus remained the priority the committee felt that it was time to increase our efforts to ensure both the Friends and the bus are recognised as the educational and heritage assets we believe they can be. Richard Holdsworth, Emeritus Curator, Chatham Historic Dockyard Trust, has agreed to offer advice in this respect. We have also made contact with Simon Curry, Medway's new Councillor representing Luton who is a public transport advocate.

Updates remain the principal means of communication with members and supporters, three having been despatched during the year. Our other more general missive, Connecting Service, can appear whenever relevant content material is available.

## **Appreciation**

Thanks are due once again to Members, supporters, donors, volunteers, restorers, Secretary Mike and book-keeper Janet. Also to our Financial Examiner John Croucher, and Richard Lewis for looking after our Facebook entry. Morrisons at their Strood store have made their Community Room available to us when required. Suppliers of items large and small (some surprisingly still available) and various sources of advice and shared practice have all contributed.

Lastly we should mention once again Norman Kemp and his Nu-Venture operation. The provision at no cost to us of a location for the bus in a friendly environment generates much peace of mind, both physical and financial. The contribution in kind that this represents will assist with grant applications still to come. Our thanks to Norman, Chris, Kim, Ron and all the team at Aylesford.

## ***Richard Bourne, January 2024***

FRIENDS OF CHATHAM TRACTION - Receipts and Payments Account 2023

	Year ending 31 December 2023			All funds Year ended 2022
	General fund	Other designated funds		
<b>Receipts</b>				
Donations under Gift Aid declarations	£5,887.00		£5,887.00	£10,246.00
Donations without Gift Aid declarations	£874.00		£874.00	£1,968.00
Lottery Donations	£201.50		£201.50	£105.50
Crowd funding appeal without Gift Aid declarations	£0.00		£0.00	£0.00
Donations from non subscribers not exceeding £100	£102.40	GASDS	£102.40	£53.50
Grant towards costs of funding	£2,000.00		£2,000.00	£2,000.00
Gift Aid tax repayments	£1,526.41		£1,526.41	£2,971.72
Sundry sales including sales of product income	£50.16		£50.16	£104.21
Bank interest	£29.31		£29.31	£11.78
<b>Total receipts</b>	<b>£10,670.78</b>	<b>£0.00</b>	<b>£10,670.78</b>	<b>£17,460.71</b>
<b>Payments</b>				
Administration - printing, postage, stationery and bookkeeping	£747.92		£747.92	£823.29
Bank charges and fees including card reader charges	£60.15		£60.15	£81.00
Publicity	£17.88		£17.88	£170.00
Insurance	£1,186.88		£1,186.88	£1,280.66
Subscriptions to mutual interest societies	£91.00		£91.00	£72.00
Volunteer Expenses - Travel	£261.65		£261.65	£357.60
<b>Total of administration and overhead costs</b>	<b>£2,365.48</b>	<b>£0.00</b>	<b>£2,365.48</b>	<b>£2,784.55</b>
<b>Excess of receipts over administration payments in the year</b>	<b>£8,305.30</b>	<b>£0.00</b>	<b>£8,305.30</b>	<b>£14,676.16</b>
Bus GKE 68 restoration and maintenance costs	£8,384.55		£8,384.55	£3,089.97
<b>Excess of income over expenditure in the year</b>	<b>-£79.25</b>	<b>£0.00</b>	<b>-£79.25</b>	<b>£ 11,586.19</b>
<b>Excess of expenditure over income in the year</b>				







**THE FRIENDS OF CHATHAM TRACTION**

England & Wales - Charity number 1174323

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# Accounts

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# FRIENDS OF CHATHAM TRACTION

**Reports and Accounts**  
**Year ended 31<sup>st</sup> December 2022**

**Charity number**

**1174323**

# **The Friends of Chatham Traction**

## **Reports and Accounts Year ended 31<sup>st</sup> December 2022**

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# **The Friends of Chatham Traction**

## **Legal and administrative information**

### **Constitution**

The Friends of Chatham Traction is a trust founded by a deed dated 24<sup>th</sup> March 2007 and governed by a constitution dated in September 2009, which has been amended in August 2017 with the status of a Charitable Incorporated Organisation being adopted and approved by the Charity Commission with effect from that date.

### **Principal address**

The principal address for correspondence is that of the Secretary M Hodges at 8 Pier Avenue, Whitstable, Kent, CT5 2HQ. For matters concerning membership or subscriptions please see the website for contact names.

### **Trustees**

The trustees who have served during the year ended 31<sup>st</sup> December 2022 are as follows:

Richard Bourne	Norman Kemp
Richard Ratcliffe	Wendy Mesher
Malcolm Spalding	Paul Baker (stood down March 2022)

### **Officers and committee**

Officers who have served through the period of the accounts are:

President	David Swann
Chairman	Richard Bourne
Vice Chairman	Wendy Mesher
Secretary	Mike Hodges

The committee comprises the trustees and officers, listed above, with Janet Dyjak acting as Book Keeper. Phil Gates, Ian Marsh and Richard Lewis have been working with the committee during the year as volunteers.

### **Bankers**

The bankers to the charity are:

CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, ME19 4JQ

### **Independent Examiner**

J Croucher Esq.  
31 Cecil Avenue  
Gillingham  
Kent ME8 6EH

# **The Friends of Chatham Traction**

## **Chair Report for 2022**

Throughout the year the priority has continued to be to make GKE 68 mobile. However physical work on the bus has run alongside many “soft” issues, such as seeking a route for introducing the Medway Heritage Bus into the community and establishing the necessary scope of regulatory compliance relative to proposed uses of the bus.

### **FoCT Organisation and Governance**

The Friends Trustee count was reduced in the spring as a result of Paul Baker’s decision to retire. Thanks are due to Paul for his input as a Trustee, particularly on injecting discipline into ensuring resources are available to match predicted expenditure. Secretary duties continue to be covered by Mike Hodges. Covid restrictions continued to prevent face-to-face meetings of the Committee. Use of Zoom for both formal monthly meetings and for weekly sessions with informal discussion of wider issues has become established. Review of our adherence to the Charity Commission’s Charity Governance Code’s principles has continued. The seven principles are covered individually as agenda items on selected monthly committee meetings.

### **Funding**

The largest single amount of funding this year was the £2000 received from BAE Systems at Rochester as part of their community funding for local charities with a STEM content. This money is earmarked for the first phase of our shift towards building contacts with local educational bodies and personnel. VAT recovery and Gift Aid payments on subscriptions and donations provided a higher proportion of income this year. Special thanks are due to those who have donated sums in excess of their normal subscriptions, thus conveying extra desire to see the bus on the road. Sales at events continue to provide modest sums. A balance forecast is now prepared monthly to allow regulation of funds against remaining expenditure on the restoration. The principal outgoings still to be met are for the balance of the upholstery cost, due on completion, and an estimated four-figure sum for the special gearbox cover casting for the lower deck floor. We currently have sufficient funds to meet committed expenditure.

### **Progress with GKE 68**

Our initial assessment of the bus when we took ownership in 2009 had to decide whether to progress the bodywork restoration on the assumption that the chassis would be OK or vice versa. On inspection and drawing on experience of others it was clear that the bodywork was the greater task by some distance. The bus had been made driveable, at least across a yard, by previous custodian Paul Winter. So, if the body could be sorted then the chassis could follow. This wasn’t to say that all was well with the mechanicals, but clearly there was a more sound basis, and the restoration has proceeded that way. We’ve been very fortunate to have the services of Ian Marsh and, more recently, of James Hodgson to work on this area. Ian has been on board from the beginning, and was involved with the bus as far back as its early preservation in the 1970s. By contrast, James, an experienced car restorer, was a casual visitor to the Faversham Transport Festival in 2019 where he was attracted by the bus. There has during the year been much attention to mechanical details and some high-quality work on the recovery of worn components. Work on the reinstatement of cab controls and the installation of electrical wiring for the operationally essential starting and lighting functions continues.

Upholstery of the seats is the task of South West Upholstery in Bristol. All material was made available and the “approval” first-off cushion and back squab provided in September for our examination and comment. An issue arose around stretching of the new embossed leather trim when pulled around tight radii. This was resolved amicably between SWU and Connolly’s the leather supplier without further cost. Final detailing and painting of the bus will represent the final stages.

## **Events**

Relaxation in Covid-related concerns allowed a return in March to an AGM as a traditional gathering. The Royal Engineers Museum in Brompton served as the venue. Although slightly expensive it was close to bus routes and provided access to the in-house café and a very comfortable meeting room.

A FoCT presentation was amongst the schedule of talks at the South East Bus Festival in April, supporting our usual presence amongst the stands in the Emson building.

A talk on the Friends’ purposes and activities was given to the Chatham Historical Society in June.

Attendance at Chatham Dockyard’s 40s Weekend in September saw a change of change of “face”. Once again located in the Smithery courtyard we this time chose a space near the main doorway. Relying only on the display cabinet and some wall displays to provide our background, we were thus able to talk to visitors directly as they moved in or out of the courtyard.

October saw an attendance at BAE Systems’ “Community Investment Showcase”, where local charities who have received BAE funding could display their aims for the benefit of any BAE employees who might be interested in providing support.

## **Staying connected**

Updates have continued to be the principal means of communication with members and supporters, three having been despatched during the year. Our other more general missive, Connecting Service, ran out of material, however. Issue 13 appeared at Christmas 2021, and it was a full 12 months before the next one appeared. More material has since become available, and some more still could see further issues, probably with a broader scope in future.

## **Appreciation**

As always, thanks are due to Members, supporters, donors, volunteers, restorers, Secretary Mike and book-keeper Janet for another year of progress towards the Medway Heritage Bus. A mention too for our Financial Examiner John Croucher.

The number of our contact addressees is still holding up at around 250. It’s a real source of encouragement to know that’s the case despite the continuing wait for the Big Event of self-powered movement. Other Chatham-focussed local heritage projects may reflect some attention to our old Medway workhorse. The Arches Local project to produce a community-driven local plan for the future is due to be completed in 2023. This exercise looked specifically at the Chatham Town Hall – Luton corridor, very well trodden in the past by the Traction.

Lastly a mention for Norman Kemp and his Nu-Venture operation. Were it not for the provision at no cost to us of a location for the bus in ideal conditions our financial position alone would be in a very different state. The contribution in kind that this represents has helped all our successful funding applications and given much peace of mind. Our thanks to Norman, Chris Jenkinson and all the folks at Aylesford.

***Richard Bourne, January 2023***

# **The Friends of Chatham Traction**

## **Report of the Trustees for the year ended 31<sup>st</sup> December 2022**

The trustees are pleased to present their report along with the financial statements of the charity for the year ended 31<sup>st</sup> December 2022. The financial statements have been prepared in accordance with the accounting policies set out below and on page 7 and which comply with the charity's trust deed and applicable law.

### **Objects and Activities of the Charity**

The Friends of Chatham Traction is a trust founded by a deed dated 24<sup>th</sup> March 2007 and governed by a constitution adopted by a meeting of members held on that date which was amended and approved on 9<sup>th</sup> September 2009. This document was revised in August 2017 with the status of a Charitable Incorporated Organisation being adopted and approved by the Charity Commission with effect from that date.

It is a registered charity, number 1174323.

The objects of the Charity are, firstly the acquisition and preservation of the 1939 double-deck bus registered GKE 68 together with any associated spares, tools and other associated items and thereafter maintain it for the public benefit. Secondly, demonstrating for the public benefit the role played by the enterprise of the Chatham and District Traction Company and its predecessors and successors in serving the transport needs of the Medway community and thereby enhancing learning, cultural tourism and citizenship opportunities in the area.

### **Organisation**

The trustees who have served during the year and since the year end are set out on page 3. The constitution provides that the organisation is to be administered by an Executive Committee comprised of the officers elected by the membership at the Annual General Meeting with such additional advisors who may be asked to assist the committee.

### **Investment Policy**

There are no restrictions on the charity's power to invest, within an overall policy to invest in low and medium risk investments. The investment strategy will be set by the trustees to take account of the income and capital requirements of the organisation.

### **Reserves Policy**

It is the policy of the charity to maintain unrestricted funds which are the free reserves of the charity at a level that provides an amount sufficient to maintain solvency at all times.

### **Risk Management**

The major risks to which the charity is exposed have been reviewed and systems have been established to mitigate those risks.

# **The Friends of Chatham Traction**

## **Report of the trustees for the year ended 31<sup>st</sup> December 2022 (continued)**

### **Trustees' responsibilities in relation to the financial statements**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- 1) Select suitable accounting policies and then apply them consistently
- 2) Make judgements and estimates that are reasonable and prudent
- 3) State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- 4) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Authorised and signed on behalf of the trustees

**Richard Bourne**

**January 2023**

# **The Friends of Chatham Traction**

## **Independent Examiner's report to the Trustees**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2022 which are set out on pages 10 and 11.

### **Respective responsibilities of trustees 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;

To state whether any particular matters have come to my attention.

### **Basis of independent examiner's 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 presented 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 examiner's statement**

In connection with my examination no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met.

Signed

Dated

J. Croucher

31<sup>st</sup> January 2023

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J Croucher

31 Cecil Avenue  
Gillingham  
Kent  
ME8 6EH

# **The Friends of Chatham Traction**

## **Financial Notes, year ended 31<sup>st</sup> December 2022**

The basis for the preparation of these accounts continues in line with the previous year with income and expenditure included on a “cash” basis except where a significant adjustment arises for a particular category of expenditure. In the year under review the heading affected is Insurance paid in advance (for the vehicle and other risks). No provision has been made for the main contractor as all work is now completed. No invoices are outstanding.

Bookkeeping functions are continuing to be carried out by Janet Dyjak, acting as FoCT’s agent.

Banking facilities remain with CAF Bank.

Administration costs are 4% of our income, as in the previous year.

The Income and Expenditure Account shows a surplus in the year amounting to £11586 as the main restoration work has now been completed and consequently the cash funds remaining at the year-end have increased to £13231. A grant of £2000 from BAE systems, awarded in spring 2022, is ring fenced for actions to develop links with the community and STEM (science, technology, engineering, and mathematics) with the balance going towards the completion of the restoration.

To facilitate the completion of the main restoration work short term loans of £9000 were received from members, of which £2000 has been repaid in the year.

Detailed costings for the completion of the restoration are in place and fundraising opportunities are being investigated.

Wendy Mesher

FRIENDS OF CHATHAM TRACTION - Receipts and Payments Account 2022

	Year ending 31 December 2022			All funds Year ended 2021 £43,830.00
	General fund	Other designated	All funds	
		funds		
<b>Receipts</b>				
Donations under Gift Aid declarations	£10,246.00		£10,246.00	£15,469.50
Donations without Gift Aid declarations	£1,968.00		£1,968.00	£3,514.00
Lottery Donations	£105.50		£105.50	£0.00
Crowd funding appeal without Gift Aid declarations	£0.00		£0.00	£0.00
Donations from non subscribers not exceeding £100	£53.50	GASDS	£53.50	£172.70
Grant towards costs of funding	£2,000.00		£2,000.00	£0.00
Gift Aid tax repayments	£2,971.72		£2,971.72	£4,543.36
Sundry sales including sales of product income	£104.21		£104.21	£226.33
Bank interest	£11.78		£11.78	£0.00
<b>Total receipts</b>	<b>£17,460.71</b>	<b>£0.00</b>	<b>£17,460.71</b>	<b>£23,925.89</b>
<b>Payments</b>				
Administration - printing, postage, stationery and bookkeeping	£823.29		£823.29	£1,078.52
Bank charges and fees	£81.00		£81.00	£96.00
Publicity	£170.00		£170.00	£213.36
Insurance	£1,280.66		£1,280.66	£806.35
Subscriptions to mutual interest societies	£72.00		£72.00	£85.00
Volunteer Expenses - Travel	£357.60		£357.60	
<b>Total of administration and overhead costs</b>	<b>£2,784.55</b>	<b>£0.00</b>	<b>£2,784.55</b>	<b>£2,279.23</b>
<b>Excess of receipts over administration payments in the year</b>	<b>£14,676.16</b>	<b>£0.00</b>	<b>£14,676.16</b>	<b>£21,646.66</b>
Bus GKE 68 restoration and maintenance costs	£3,089.97		£3,089.97	£48,500.62
<b>Excess of income over expenditure in the year</b>	<b>£11,586.19</b>	<b>£0.00</b>	<b>£11,586.19</b>	
<b>Excess of expenditure over income in the year</b>				<b>-£26,853.96</b>

FRIENDS OF CHATHAM TRACTION - Balance Sheet as at 31 December 2022

**Fixed Assets**

No financial value is attached to the vehicle, it's spares or any of the other material and documents held by the Friends of Chatham Traction.

**Current Assests**

Charities Aid Foundation Bank Cash Account  
 Stock of material for vehicle seating  
 Prepayments  
 Debtors  
 Balance on VAT suspense & control account

**Current liabilities**

Accrued amounts due to suppliers and contractors

**Loans from members**

Short term loans from members

**NET ASSETS**

**Represented by:-**

**General Fund**

Balance brought forward at 1 January 2021  
 Excess of receipts over expenditure in year  
 Excess of expenditure over receipts for the year  
 Balance carried forward

**TOTAL ACCUMULATD FUNDS**

	As at 31 December 2022		As at 31 December 2021	
<b>Fixed Assets</b>				
No financial value is attached to the vehicle, it's spares or any of the other material and documents held by the Friends of Chatham Traction.		-		-
<b>Current Assests</b>				
Charities Aid Foundation Bank Cash Account	£13,231.56		£952.54	
Stock of material for vehicle seating	£1,718.33		£1,718.33	
Prepayments	£547.69		£579.05	
Debtors	£0.00		£0.00	
Balance on VAT suspense & control account	£516.54	£16,014.12	£3,178.01	£6,427.93
<b>Current liabilities</b>				
Accrued amounts due to suppliers and contractors	£0.00		£0.00	
<b>Loans from members</b>				
Short term loans from members	-£7,000.00	-£7,000.00	-£9,000.00	-£9,000.00
<b>NET ASSETS</b>		<b>£9,014.12</b>		<b>-£2,572.07</b>
<b>Represented by:-</b>				
<b>General Fund</b>				
Balance brought forward at 1 January 2021	-£2,572.07		£24,281.89	
Excess of receipts over expenditure in year	£11,586.19			
Excess of expenditure over receipts for the year			-£26,853.96	
Balance carried forward		£9,014.12		-£2,572.07
<b>TOTAL ACCUMULATD FUNDS</b>		<b>£9,014.12</b>		<b>-£2,572.07</b>
<b>Proof totals</b>		<b>£0.00</b>		<b>£0.00</b>

**THE FRIENDS OF CHATHAM TRACTION**

England & Wales - Charity number 1174323

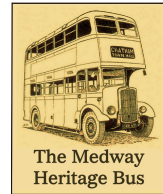
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# Accounts

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# FRIENDS OF CHATHAM TRACTION

## 2022 Annual General Meeting



## Chair Report for 2021

For a second year the restrictions of the pandemic ebbed and flowed throughout. National stoicism continued to be displayed despite bizarre goings-on at parliamentary levels. Those who provided essential services and others who were able to continue working ploughed on where it was possible. Despite this we had both some valuable exposure of our purpose and the achievement of a key milestone.

### **FoCT Organisation and Governance**

The Friends operates with six Trustees, with voluntary coverage of Secretary duties being covered by Mike Hodges. Covid restrictions continued to prevent face-to-face meetings of the Committee. Use of Zoom for both formal monthly meetings and for weekly sessions with informal discussion of wider issues has become established. A register of interests was set up during the year.

Review of our adherence to the Charity Governance Code's seven principles has continued. The Code is administered by a steering group overseen by the Charity Commission.

### **Progress with GKE 68**

The involvement of South East Coachworks was brought to a tidy conclusion during September. During late Spring and early Summer we had agreed a remaining scope of work that would complete those areas requiring the capacity and resources of a commercial operation. Once this was complete we would be able to return the bus to Nu-Venture. This work was completed in September, remaining bills were paid and we shook hands on a great job. All the whole-bus coachbuilding work is complete, leaving the attachment of body fittings and the re-assembly of components to produce a functional chassis as remaining work.

The remainder of the year allowed us to reflect on the best way forward, taking account of the other commitments of our team and available resources.

### **Events**

It was clear that the prevailing conditions meant that last year's AGM could not take place as a traditional gathering. An early decision was taken to conduct the obligatory formal processes by post and email after making the various reports available by the same means.

In the Spring we received an invitation from the Medway Archive to provide a display in the Archive Centre entrance showing how we contribute to Medway's local history. We eagerly accepted, and from mid-July to mid-September a set of newly-produced boards provided what we hope was an interesting additional attraction.

In September we attended Chatham Dockyard's 40s Weekend once again. We were located this time in the Smithery courtyard, a spacious and airy location which was ideally suited to maximise our displays and provide plenty of social distancing.

The South East Bus Festival at Detling was postponed from its Spring date for the second year running, but was re-arranged for October 10<sup>th</sup>. This presented a fine opportunity for GKE 68's transfer from Faversham back to Nu-Venture at Aylesford to be arranged so as to allow the bus to be exhibited at the event as a break of journey. The new management team at the Detling Showground were most accommodating, hosting GKE for three nights without charge, and allowing us to position the bus in the

same Exhibition Hall spot it had occupied in 2016 following the completion of its structural rebuild.

### **Staying connected**

The continuing cautions on movement and contact, together with our own individual reservations and conditions, meant visits to SEC and other suppliers were much less frequent. Smaller suppliers, often one-person enterprises, were particularly hard-hit causing supply problems. Contact with SEC naturally peaked around the time their work was completed, and it was refreshing to make contact with many people attending the Detling event.

A new connection was with Medway Men in Sheds, a community organisation catering for men aged 25+, not in work or retired. As a pilot project these guys have turned a wall-mounted Notices Case into a portable display unit for use at events. We're very pleased to have made the acquaintance, and we may be able to put other work their way.

Enough material was available for four issues of Connecting Service, a medium which may well broaden its scope in future.

### **Funding**

A grant of £10,000 from the Garfield Weston Foundation had been awarded in late 2020, and provided a sound basis for work in early 2021. Continued income from subscriptions and donations through the year were sufficient to cover all expenses and leave a modest surplus. However this income included some loans made on a relatively informal basis and with payback typically five years hence. It's possible that the amount of available local funding from individuals has reached a limit so far as FoCT is concerned. We have approached some local businesses, but the present situation relative to the pandemic probably puts such matters low down lists of priorities. However, VAT recovery and Gift Aid payments provide a further income and sales at events provide modest sums. We currently have sufficient funds to meet committed expenditure.

### **To Come....**

I reported last year that we would be weighing the aim of full, detail completion of GKE 68's restoration against the need to satisfy the great desire to see the bus moving. We've carried that forward and, following the success and satisfaction derived from the "milestone" display of the completed coachwork at Detling, decided that making the bus move again should be the next target.

### **Our Other Vehicle**

The former bus GKE 65, a Friends asset, was converted to a lorry in 1953. It was finally retired by M&D in 1970, the last operational former Chatham Traction vehicle. It is stored on a farm for a peppercorn rent under an arrangement agreed by the Trustees.

### **Appreciation**

Although, as in the way if things, several of our members and supporters made their last journeys during the year our contacts list remains at around 250. It's great to know that level of support is holding up for a fondly-remembered operator in an area full of fascinating features and stories if one cared to look.

Thanks, then, to Members, donors, volunteers, restorers, officers and Trustees, not forgetting Janet our book-keeper, for another year of progress towards the Medway Heritage Bus.

***Richard Bourne, January 2022***

CO-OP Current account summary of transactions 01/01/2018 to 31/12/2019			
	Balance brought forward		9,206.41
	Receipts	Suspense	0.00
		Subscriptions and donations - under Gift Aid declarations	515.00
		Seat appeal fund	3,000.00
		Subscriptions and donations - non Gift Aid	0.00
		Gift Aid tax repayment	0.00
		Sundry sales	0.00
		Comensation from CO-OP regarding unauthorised withdrwals	4,789.28
		Repayment of unauthorised withdrawals - CO-OP	58,000.00
		VAT output tax/recoveries	0.00
		Transfer from Deposit	0.00
		Transfers from HLF account	0.00
			66,304.28
			75,510.69
	Payments	Suspense	0.00
		Administration	0.00
		Subscriptions	0.00
		Costs re shows	0.00
		Publicity	0.00
		Insurance	0.00
		Restoration - SEC	0.00
		Restoration - SEC other costs	0.00
		Bus restoration - other work	0.00
		Professional fees re Business plan	0.00
		Cost of items for resale	0.00
		Loan repayments	0.00
		Transfer to CAFBANK account	75,510.69
		Transfer to Deposit	0.00
		VAT input tax/payments	0.00
			75,510.69
	<b>Balance carried forward</b>		<b>0.00</b>
	Bank reconciliation	Balance as statement	0.00
		Outstanding receipts	0.00
			0.00
		Outstanding payments	0.00
			0.00
	Adjusted balance		0.00
		Proof = 0	0.00

CAF current account summary of transactions 01/09/2019 to 31/12/2019				
	Balance brought forward			28,800.14
Receipts	Suspense		889.71	
	Subscriptions and donations - under Gift Aid declarations		4,507.05	
	Crowd appeal		1,370.00	
	Subscriptions and donations - non Gift Aid		1,059.45	
	Gift Aid tax repayment		1,142.71	
	Sundry sales		168.11	
	Moquette sales		3,152.50	
	Grant - Transport Trust		1,000.00	
			0.00	
	VAT output tax/recoveries		8,636.44	
	Transfers from CO-OP currentaccount		75,510.69	
				97,436.66
				126,236.80
Payments	Suspense		889.71	
	Administration		557.66	
	Bank charges		70.29	
	Subscriptions		85.00	
	Costs re shows		0.00	
	Publicity		372.00	
	Insurance		481.64	
	Restoration - SEC		16,050.00	
	Restoration - SEC other costs		2,233.38	
	Bus restoration - other work		11,200.80	
	Cppest opf moquette fabric		10,032.50	
	Cost of items for resale			
	Loan repayments		58,000.00	
			0.00	
	VAT input tax/payments		6,992.49	
				106,965.47
	<b>Balance carried forward</b>			<b>19,271.33</b>

CO-OP current account receipts from 01/01/2019 to 31/12/19							
					GA	GA	
Date	Description	Ref.	Receipts		Contributions	Donations	
20-Jan-19	Baker M H C	so		20.00	20.00		
7-Jan-19	Fletcher P	so		40.00	40.00		
25-Mar-19	Ratcliffe Richard	ep		250.00	250.00		
24-Apr-19	CO-OP bank - repaid unauthorised	ep		58,000.00			
26-Apr-19	Interest on repaid withdrawals	ep		4,789.28			
1-May-19	Barton M	so		25.00	25.00		
	Wright D	so		20.00	20.00		
	Stephens Frederick	so		20.00	20.00		
	Davies R G	so		20.00	20.00		

**Trial balance - Year ended 31 December 2019- Page 2**

	<b>General Fund</b>		<b>Other funds</b>		<b>Balance Sheet</b>	
General fund						25,601.52
Seat restoraton fund						0.00
Current account CO-OP					0.00	
Deposit transfer					0.00	
Current account CAF					19,271.33	
Stock of seat upholstery					5,005.00	
Creditors						0.00
Debtors/prepaid					0.00	
Loans - members						500.00
Unuathorised transations					0.00	
Recovery of above						
Subs GA		5,022.05				
Subs non GA		1,059.45				
Crowd appeal GA		227.50				
Crowd appeal non GA		4,142.50				
Gift Aid tax repaid		1,094.21				
Grant - HLF		1,000.00				
Sundry sales		168.11				
Other items		0.00				
Compensation CO-OP bank		4,789.28				
Suspense		0.00				
Administration	557.66	0.00				
Bank charges	70.29					
Publicity	372.00					
Subscriptions	85.00	0.00				
Costs re shows	0.00					
Insurance	920.08					
Bus restoration	25,759.18					
Items for resale	0.00	0.00				
VAT suspense					1,825.19	
	27,764.21	17,503.10	0.00	0.00		
Surplus Gen Fund	10,261.11					
	17,503.10	17,503.10	0.00	0.00	26,101.52	26,101.52
	Proof = Green	0.00	Proof = Green	0.00	Proof = Green	0.00

FRIENDS OF CHATHAM TRACTION - Receipts and Payments Account 2021

	Year ending 31 December 2021			All funds Year ended 2020 £43,830.00
	General fund	Other designated funds		
<b>Receipts</b>				
Donations under Gift Aid declarations	£15,469.50		£15,469.50	£15,736.50
Donations without Gift Aid declarations	£3,514.00		£3,514.00	£2,879.99
Crowd funding appeal with Gift declarations	£0.00		£0.00	£3,434.99
Crowd funding appeal without Gift Aid declarations	£0.00		£0.00	£920.00
Donations from non subscribers not exceeding £100	£172.70		£172.70	£40.00
Grant towards costs of funding	£0.00		£0.00	£10,000.00
Gift Aid tax repayments	£4,543.36		£4,543.36	£3,359.76
Sundry sales including sales of product income	£226.33		£226.33	£42.50
Bank interest	£0.00		£0.00	£0.00
<b>Total receipts</b>	<b>£23,925.89</b>	<b>£0.00</b>	<b>£23,925.89</b>	<b>£36,413.74</b>
<b>Payments</b>				
Administration - printing, postage, stationery and bookkeeping	£1,078.52		£1,078.52	£1,438.20
Bank charges and fees	£96.00		£96.00	£80.02
Publicity	£213.36		£213.36	£0.00
Insurance	£806.35		£806.35	£467.12
Subscriptions to mutual interest societies	£85.00		£85.00	£110.00
<b>Total of administration and overhead costs</b>	<b>£2,279.23</b>	<b>£0.00</b>	<b>£2,279.23</b>	<b>£2,095.34</b>
<b>Excess of receipts over administration payments in the year</b>	<b>£21,646.66</b>	<b>£0.00</b>	<b>£21,646.66</b>	<b>£34,318.40</b>
Bus GKE 68 restoration and maintenance costs	£48,500.62		£48,500.62	£36,274.87
<b>Excess of income over expenditure in the year</b>	<b>-£26,853.96</b>	<b>£0.00</b>	<b>-£26,853.96</b>	<b>-£1,956.47</b>
<b>Excess of expenditure over income in the year</b>				

**FRIENDS OF CHATHAM TRACTION - Balance Sheet as at 31 December 2021**

	As at 31 December 2021		As at 31 December 2020	
<b>Fixed Assets</b>				
No financial value is attached to the vehicle, it's spares or any of the other material and documents held by the Friends of Chatham Traction.		-		-
<b>Current Assets</b>				
Charities Aid Foundation Bank Cash Account	£952.54		£24,531.04	
Stock of material for vehicle seating	£1,718.33		£2,935.83	
Prepayments	£579.05		£140.26	
Debtors	£0.00			
Balance on VAT suspense & control account	<u>£3,178.01</u>	£6,427.93	<u>£174.76</u>	£27,781.89
<b>Current liabilities</b>				
Accrued amounts due to suppliers and contractors				
<b>Loans from members</b>				
Short term loans from members	<u>-£9,000.00</u>	-£9,000.00	<u>-£3,500.00</u>	-£3,500.00
<b>NET ASSETS</b>		<b>-£2,572.07</b>		<b>£24,281.89</b>

**Represented by:-**

	As at 31 December 2021		As at 31 December 2020	
<b>General Fund</b>				
Balance brought forward at 1 January 2021	£24,281.89		£26,238.36	
Excess of receipts over expenditure in year	<u>-£26,853.96</u>		<u>-£1,956.47</u>	
Balance carried forward		-£2,572.07		£24,281.89
<b>TOTAL ACCUMULATED FUNDS</b>		<b>-£2,572.07</b>		<b>£24,281.89</b>

**THE FRIENDS OF CHATHAM TRACTION**

England & Wales - Charity number 1174323

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# Accounts

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# **FRIENDS OF CHATHAM TRACTION**

**Reports and Accounts**  
**Year ended 31<sup>st</sup> December 2020**

**Charity number**

**1174323**

**The Friends of Chatham Traction**  
**Reports and Accounts**  
**Year ended 31<sup>st</sup> December 2020**

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# **The Friends of Chatham Traction**

## **Legal and administrative information**

### **Constitution**

The Friends of Chatham Traction is a trust founded by a deed dated 24<sup>th</sup> March 2007 and governed by a constitution dated in September 2009, which has been amended in August 2017 with the status of a Charitable Incorporated Organisation being adopted and approved by the Charity Commission with effect from that date.

### **Principal address**

The principal address for correspondence is that of the Secretary M Hodges at 8 Pier Avenue, Whitstable, Kent, CT5 2HQ. For matters concerning membership or subscriptions please see the website for contact names.

### **Trustees**

The trustees who have served during the year ended 31<sup>st</sup> December 2020 are as follows:

Richard Bourne	Norman Kemp
Richard Ratcliffe	Wendy Mesher
Malcolm Spalding	Paul Baker

Paul Kemsley stood down as a Trustee and Paul Baker was appointed in his place.

### **Officers and committee**

Officers who have served through the period of the accounts are:

President	David Swann
Chairman	Richard Bourne
Secretary	Mike Hodges
Treasurer	Paul Kemsley retired as Treasurer and is replaced by Janet Dyjak as book-keeper.

The committee comprises the trustees and officers, listed above, with Phil Gates, Ian Marsh and Richard Lewis who have been working with the committee during the year as co-opted members.

### **Bankers**

The bankers to the charity have been:

CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, ME19 4JQ

### **Independent Examiner**

J Croucher Esq.  
31 Cecil Avenue  
Gillingham  
Kent ME8 6EH

# **The Friends of Chatham Traction**

## **2021 Annual General Meeting**

### **Chairman's Report**

The year was overwhelmingly dominated by the Covid crisis, which affected every kind of activity throughout the world. Lockdowns and other movement restrictions affected our ways of working. The 2020 AGM on 2<sup>nd</sup> March was held successfully just ahead of the first restrictions, but it was the last time for the year that anyone came together in FoCT's name. I hope none of our Friends have suffered directly or seriously from symptoms of the virus. I do know however that most will have stoically carried on despite, for example, unavoidable delays in elective care. Any adverse effects of isolation may take time to become apparent but we've tried to provide a Connecting Service to offset them. The response to calls for content was most pleasing and demonstrates the wonderful variety of people's experiences.

#### **Progress with GKE 68**

After an early period of furlough for their staff, SE Coachworks continued to work, albeit intermittently and within their own Covid rules. Almost all the coachbuilding work is complete, the biggest remaining task being re-installation of the drop windows. All the components for these have needed to be either renewed, refinished or repaired, because of the extremely degraded state of the originals. There is still much detail work to do. However by its nature it does not necessarily require the capacity and resources of a commercial operation.

#### **Seats**

The order on Camira Fabrics for the minimum order quantity of moquette for the seat coverings was fulfilled at the end of January. Only four of the sixteen rolls remain unallocated, representing £3000 of expenditure still to be recovered. Formal quotations for the upholstery of the seats were sought. SEC's resident trimmer Tim Last had reservations about his continuing ability to work in leather, and in any case had other work. So, our decision to have the seat trimming done in real leather, as at original build, required us to ask elsewhere. As a result South West Upholstery in Bristol have been engaged for the work.

#### **Mechanicals**

Work on the running gear has progressed relatively well in the circumstances. The rear brakes and wheel bearings, drive couplings and clutch operating mechanism have all received attention, and the gearbox has been re-installed. Overhauled springs are ready for fitment. This work, and associated logistics, has all been done by Ian Marsh and Paul Baker, with assistance from James Hodgson.

#### **FoCT Organisation and Governance**

The corona virus restrictions have prevented face-to-face meetings of the Committee. However the advent of Zoom as a communications medium has allowed meetings to be held monthly. These have developed into weekly sessions with informal discussion of wider issues, and have perhaps brought forth more ideas and suggestions than previously. Review of our adherence to the Charity Governance Code's seven principles has continued. Janet Dyjak has fully taken over the management of our accounts in a paid capacity as a qualified book-keeper.

## **Funding**

Funds at the start of the year were sufficient to cover full input from SEC during the first three months. Their staff were furloughed for 6 weeks from late March, resuming activity in May. FoCT continues to be able to fund its running costs from the regular donations of members. A review of remaining expenditure arrived at a funding plan, which included seeking awards from bodies who offer funding to help almost-complete projects achieve their aims. Two such applications were made, only one being successful. However a significant contribution to the remaining funding need was made. The existing "Sponsor a Seat" appeal from 2014 was re-launched in July. Further work on establishing costs of remaining expenditure led to a Final Appeal being made in October. This was more widely publicised than had been achieved previously, including both the enthusiast and professional Bus press, and through a re-invigorated FoCT Facebook page. Our Facebook presence is being managed by Richard Lewis, who has relevant experience. With some significant personal donations this appeal has brought our available funding to £24k, 60% of the estimated need.

## **Staying connected**

Although personal contact has been largely eliminated links to other bodies were mostly maintained, through email and phone. Chatham Historic Dockyard, Arriva Southern Counties, Medway Queen, NARTM, Nu-Venture and the Bus Archive are all still out there, despite the effects of the Covid situation on their respective operations. The Connecting Service distribution of experiences and bases of interest has, I think, been well received. The net for input is being cast more widely, with a contribution promised from the Westcliff-on-Sea group supporting 1939 Bristol K5G AJN 825.

## **Events**

Our 2021 AGM, due as usual on the first Saturday in March, is only a little over two months away. The race between Covid infections and vaccinations is likely to be well under way by then, so any chances of a traditional-style meeting are slim. However we will investigate the possibility of a coming together on line. We are obliged to hold an annual meeting, and other organisations have fulfilled this requirement by virtual means and proxy voting. We will advise details in due course.

## **To Come**

Predicting timescales for anything in the present circumstances is probably best not attempted. On the other hand we can now see what's left to do to bring GKE 68 into an operable state, and we'll keep moving this along as best we can. In pre-Covid days we would have been fairly confident of a finish during 2021, but the detail devil is always hovering..... However we will be weighing the aim of detail completion against the need to satisfy the great desire to see the bus moving.

## **Appreciation**

Thanks once again to all 258 subscribers and other supporters on our contacts list for the continuing support. Trustees Wendy, Norman, Richard, Malcolm, Paul and myself are very grateful for the endeavours of Secretary Mike, "hands-on" leads Chris and Ian, and others of the reliable core who turn out to meet special needs.

*Richard Bourne, January 2021*



# **The Friends of Chatham Traction**

## **Report of the Trustees for the year ended 31<sup>st</sup> December 2020**

The trustees are pleased to present their report along with the financial statements of the charity for the year ended 31<sup>st</sup> December 2020. The financial statements have been prepared in accordance with the accounting policies set out below and on page 7 and which comply with the charity's trust deed and applicable law.

### **Objects and Activities of the Charity**

The Friends of Chatham Traction is a trust founded by a deed dated 24<sup>th</sup> March 2007 and governed by a constitution adopted by a meeting of members held on that date which was amended and approved on 9<sup>th</sup> September 2009. This document was revised in August 2017 with the status of a Charitable Incorporated Organisation being adopted and approved by the Charity Commission with effect from that date.

It is a registered charity, number 1174323.

The objects of the Charity are, firstly the acquisition and preservation of the 1939 double-deck bus registered GKE 68 together with any associated spares, tools and other associated items and thereafter maintain it for the public benefit. Secondly, demonstrating for the public benefit the role played by the enterprise of the Chatham and District Traction Company and its predecessors and successors in serving the transport needs of the Medway community and thereby enhancing learning, cultural tourism and citizenship opportunities in the area.

### **Organisation**

The trustees who have served during the year and since the year end are set out on page 3. The constitution provides that the organisation is to be administered by an Executive Committee comprised of the officers elected by the membership at the Annual General Meeting with such additional advisors who may be asked to assist the committee.

### **Investment Policy**

There are no restrictions on the charity's power to invest, within an overall policy to invest in low and medium risk investments. The investment strategy will be set by the trustees to take account of the income and capital requirements of the organisation.

### **Reserves Policy**

It is the policy of the charity to maintain unrestricted funds which are the free reserves of the charity at a level that provides an amount sufficient to maintain solvency at all times.

### **Risk Management**

The major risks to which the charity is exposed have been reviewed and systems have been established to mitigate those risks.

# **The Friends of Chatham Traction**

## **Report of the trustees for the year ended 31<sup>st</sup> December 2020 (continued)**

### **Trustees' responsibilities in relation to the financial statements**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- 1) Select suitable accounting policies and then apply them consistently
- 2) Make judgements and estimates that are reasonable and prudent
- 3) State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- 4) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Authorised and signed on behalf of the trustees



**Richard Bourne**

**January 2021**

# The Friends of Chatham Traction

## Independent Examiner's report to the Trustees

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2020 which are set out on pages 10 and 11.

### Respective responsibilities of trustees 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;

To state whether any particular matters have come to my attention.

### Basis of independent examiner's 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 presented 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 examiner's statement

In connection with my examination no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met.

Signed



J Croucher

Dated

29/1/2021

31 Cecil Avenue  
Gillingham  
Kent  
ME8 6EH

# **The Friends of Chatham Traction**

## **Financial Notes, year ended 31<sup>st</sup> December 2020**

The basis for the preparation of these accounts continues in line with the previous year with income and expenditure included on a "cash" basis except where a significant adjustment arises for a particular category of expenditure. In the year under review the headings affected are Insurance paid in advance (for the vehicle and other risks). No provision however has been made in respect of other risks as the renewal payment has been delayed to March 2021, due to Covid 19. No provision has been made for the main contractor as payments are now based on recorded hours worked and invoiced. No invoices are outstanding.

Following the retirement of Paul Kemsley as Treasurer the bookkeeping functions are being carried out by Janet Dyjak, acting as FoCT's agent.

Banking facilities remain with CAF Bank.

Administration costs are less than 4% of our income. This is higher than in previous years due to the engagement of a book-keeper as mentioned above.

The Income and Expenditure Account shows a deficit in the year amounting to £1956 as progress continues on the restoration and there are cash funds remaining at the year end of £24,531 to continue the work.

Detailed costings, for the completion of the restoration, are in place and during 2020 a re-launch of the seat sponsorship scheme and a public appeal have raised significant donations. A successful bid to Garfield Weston resulted in the receipt of £10,000 grant funding.

Wendy Mesher

FRIENDS OF CHATHAM TRACTION - Receipts and Payments Account 2020

	Year ending 31 December 2020			Year ended 31 Dec 2019 All funds
	General fund	Other designated funds		
<b>Receipts</b>				
Donations under Gift Aid declarations	£15,736.50		£15,736.50	£5,022.05
Donations without Gift Aid declarations	£2,879.99		£2,879.99	£1,059.45
Crowd funding a appeal with Gift Aid declarations	£3,434.99		£3,434.99	£227.50
Crowd funding appeal without Gift Aid declarations	£920.00		£920.00	£4,142.50
Donations from non subscribers not exceeding £100	£40.00	GASDS	£40.00	
Grant towards costs of funding	£10,000.00	Garfield Weston	£10,000.00	£1,000.00
Gift Aid tax repayments	£3,359.76		£3,359.76	£1,301.71
Sundry sales	£42.50		£42.50	£168.11
Bank interest	£0.00		£0.00	£4,789.28
<b>Total receipts</b>	<b>£36,413.74</b>	<b>£0.00</b>	<b>£36,413.74</b>	<b>£17,710.60</b>
<b>Payments</b>				
Administration - printing, postage, stationery and bookkeeping	£1,438.20		£1,438.20	£557.66
Bank charges and fees	£80.02		£80.02	£70.29
Publicity	£0.00		£0.00	£372.00
Insurance	£467.12		£467.12	£475.74
Costs re shows	£0.00		£0.00	
Cost of goods for resale	£0.00		£0.00	
Subscriptions to mutual interest societies	£110.00		£110.00	£85.00
Professional fees re grant applications	£0.00		£0.00	
<b>Total of administration and overhead costs</b>	<b>£2,095.34</b>	<b>£0.00</b>	<b>£2,095.34</b>	<b>£1,560.69</b>
<b>Excess of receipts over administration payments in the year</b>	<b>£34,318.40</b>	<b>£0.00</b>	<b>£34,318.40</b>	<b>£16,149.91</b>
Bus GKE 68 restoration and maintenance costs	£36,274.87		£36,274.87	£25,774.18
<b>Excess of income over expenditure in the year</b>	<b>-£1,956.47</b>	<b>£0.00</b>	<b>-£1,956.47</b>	<b>-£9,624.27</b>
<b>Excess of expenditure over income in the year</b>				

FRIENDS OF CHATHAM TRACTION - Balance Sheet as at 31 December 2020

	As at 31 December 2020		As at 31 December 2019	
<b>Fixed Assets</b>				
No financial value is attached to the vehicle, its spares or any of the other material and documents held by the Friends of Chatham Traction.		-		-
<b>Current Assets</b>				
Charities Aid Foundation Bank Cash Account	£24,531.04		£19,271.33	
Co-operative Bank Community Directplus Account	£0.00		£0.00	
Stock of material for vehicle seating	£2,935.83		£4,990.00	
Prepayments	£140.26		£651.84	
Debtors	£0.00			
Balance on VAT suspense account	£174.76	£27,781.89	£1,825.19	£26,738.36
<b>Fraud Suspense</b>				
Unauthorised withdrawals from bank	£0.00			£0.00
<b>Current liabilities</b>				
Accrued amounts due to suppliers and contractors				
<b>Loans from members</b>				
Temporary funding for cover of fraudulent withdrawals	£0.00		£0.00	
Short term loans from members	-£3,500.00	-£3,500.00	-£500.00	-£500.00
<b>NET ASSETS</b>		<b>£24,281.89</b>		<b>£26,238.36</b>

Represented by:-

**General Fund**

Balance brought forward at 1 January 2020	£26,238.36		£32,112.63	
Transfer from GKE 68 seat restoration fund	£0.00		£3,750.00	
Excess of receipts over expenditure in year	-£1,956.47		-£9,624.27	
Balance carried forward		£24,281.89		£26,238.36
<b>GKE 68 seat restoration fund</b>				
Balance brought forward at 1 January 2020	£0.00		£3,750.00	
Transfer to General Fund	£0.00	-	£3,750.00	
<b>TOTAL ACCUMULATED FUNDS</b>		<b>£24,281.89</b>		<b>£26,238.36</b>