

Company registration number: 11965532

Charity registration number: 1187083

Moorlands Voluntary and Community Transport

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Daryl Denson ACMA
VAST
The Dudson Centre
Hanley
Stoke-on-Trent
ST1 5DD

Moorlands Voluntary and Community Transport

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Moorlands Voluntary and Community Transport

Reference and Administrative Details

Trustees	Christine Adams Michael Smith Pamela Massey John Verney
Principal Office	Leek Health Centre Fountain Street Leek Staffordshire ST13 6JB The charity is incorporated in England.
Company Registration Number	11965532
Charity Registration Number	1187083
Bankers	Unity Trust Bank
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Hanley Stoke-on-Trent ST1 5DD

Moorlands Voluntary and Community Transport

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Trustees

Martin Chadwick (resigned 30 March 2021)

Christine Adams

Michael Smith

Pamela Massey

John Verney

Objectives and activities

Objects and aims

The provision of a community transport service, for such inhabitants of the Staffordshire Moorlands and surrounding areas, who are in need of such a service because of age, sickness or disability (mental or physical) or poverty or lack of availability of adequate transport services.

We provide a voluntary transport service which utilises volunteer drivers who use their own cars to take people who live in the Staffordshire Moorlands, have no private transport and are unable to use public transport, to a variety of appointments and venues.

The priority for us is to take people to health-related appointments and so these form a large proportion of our routine journeys. We prioritise health appointments as we feel that these are the most critical to a person's well-being, chances of living independently in their own home and overall general quality of life. These are all things that we aim to continually improve through our scheme.

Objectives, strategies and activities

Following the Trustee Board meeting in March 2020, the decision was made by the Trustees to suspend services and so from late March 2020 this decision was implemented. Throughout the next three months the Trustees carefully monitored the situation being mindful of reviewing and implementing government guidelines and directives. We realised as the year progressed that the Covid 19 pandemic was a constantly changing situation and local review of our practices was essential based on information emerging in the local area and operational experience.

Robust risk assessments were carried out by the Chief Officer and active regular communications with both the Trustees and volunteer drivers making them aware of action being taken both to safeguard and support the service. Subject to restrictions being altered our voluntary car scheme resumed in July 2020 with appropriate guidelines and PPE in place.

We are pleased to report that in the period from April 2020 to March 2021 our volunteer drivers gave over 960 hours to the voluntary transport scheme, whilst providing over 920 single passenger journeys. Whilst our admin-based volunteers (trustees and booking line) gave over 520 hours to our organisation.

Moorlands Voluntary and Community Transport

Trustees' Report

Public benefit

Our community transport service operates three minibuses, two of which are wheelchair accessible. These vehicles, along with our volunteer drivers, are available for local voluntary, community, and not-for-profit organisations, to enable them to transport their members to regular activities and days out.

Our regular groups include luncheon clubs and specific needs support groups, as well as groups for young people, and those that help refugees and asylum seekers. By providing this service we are able to contribute to one of our main aims which is reducing social isolation. We enable vulnerable people to get out of their homes, meet their peers and to enjoy a hot meal; whilst also supporting young people and those on the margins of society, to attend activities and days out that they would otherwise not be able to access. Once again, due to the pandemic there has been no demand for our minibuses during the financial year April 2020 – March 2021, as all the groups closed in March 2020 and are yet to re-open.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The Covid 19 pandemic had an enormous effect on our charity during the year. As per the first national lockdown rules we suspended our voluntary and community transport services on 23rd March 2020.

The Chief Officer began 'working from home' and the Operations Assistant continued to look after the minibuses (once weekly with no social contact and in an isolated working environment). Our aim was to ensure the continued operation of our organisation within the guidelines and to be ready to resume activities once circumstances allowed.

Prior to the first lockdown commencing 23rd March 2020 the Trustees had met in early March to review the situation, plan and agree measures to withhold services should this be required. The decision was taken pending lockdown to suspend services with immediate effect and face to face Trustee meetings.

Regular meetings via Zoom were initiated and established between the Chief Officer and the Board of Trustees. Covid 19 was a standing agenda item on the bi-monthly meetings in terms of the local situation and working to national directives. Trustees were kept up-to-date with the latest Government guidelines via the Chief Officer during the first quarter (April – June 2020). After consulting with our volunteer drivers we resumed our activities on 13th July 2020.

Throughout the year the Trustees have continued to meet, plan, consider and review Government instructions and local guidelines to underpin practice. Timely press releases were submitted to local press and radio outlets throughout the year to keep people informed of our current service status.

We now have a fully operational website and part of the development work for 2021/22 is to maximise its potential.

We had successfully acquired extra Covid specific funding from The National Lottery Covid Emergency Fund. This not only helped mitigate our losses but enabled us to purchase equipment to help make our office Covid secure, as well as PPE for our volunteer drivers. The latter was issued along with new guidelines both for drivers and passengers. We were able to help with the delivery of prescriptions to the vulnerable through partnership working with Support Staffordshire and local pharmacies.

Moorlands Voluntary and Community Transport

Trustees' Report

The usual funding streams for community transport have heavily reduced since lockdown began and for ourselves fare income and donations have been the hardest hit. Balanced against this we were fortunate to apply for and receive a number of grants throughout the year. These included from Biddulph Town Council, Leek Town Council, The Co-op Community Fund, The Councillors' Community Initiative Fund, with our most significant one coming from The National Lottery Community Fund. Along with contributing to our core costs, the latter has enabled us to increase our marketing and publicity through the development of a website, display equipment and business cards. These grants have been invaluable in ensuring the sustainability of the service not only through the Pandemic but in helping MVCT to adapt and recover from Covid 19.

Throughout the year, demand did fall for essential services and was non-existent for social and leisure opportunities yet despite these challenges MVCT has been stepping up and adapting undertaking new activities such as home delivery of food and medicines, partnering with local foodbanks, taking people to vaccine centres and maintaining telephone contact and support for socially isolated passengers.

Settling into our new offices based in Leek Health Centre provided an opportunity to maximise our partnership working with the local GP practices. We have been able to strengthen our relationships with the GPs through regular liaison with the Practice Managers centred around the impact of the Covid vaccination programme.

Planning for 2021/22 and beyond has been central to this year's successes; with a focus on income generation and sustainability and future development. Fundamental to this are our community transport minibuses; as part of our National Lottery grant we have been able to source and take ownership of (finalised in April 2021) a wheelchair accessible minibus to replace our oldest one. This means that all three of our minibuses are now wheelchair accessible, enabling us to increase the numbers and types of not-for-profit organisations that can use our service.

Our key achievement has been the sustainability of the service. We have still been able to offer a door to door service in clean vehicles, collecting the passengers with staff and volunteers who have been trained to support them, completed comprehensive risk assessments and acquired the right PPE. Safety and comfort have continued to be some of our top priorities alongside enabling the person to get to and from their appointment safely and in good time.

Financial review

The financial results for the year are set out in this report on pages 8-20.

Policy on reserves

Our reserves policy as set out in our financial controls policy: 'MVCT will plan and manage its resources to meet the requirements both of day to day and of future activity. In the Trustee's view the reserves should provide the Charity with adequate financial stability and the means to meet its charitable objectives for the foreseeable future. They will aim to hold sufficient funds to meet running costs for 6 months. To this end, they have created a designated fund within the accounts.' £15,000 has been allocated as reserves.

Structure, governance and management

Nature of governing document

The company is operated under the rules of its memorandum and articles incorporated 26 April 2019 as amended by special resolution registered at Companies House on 17 December 2019. It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

The method of appointment of trustees/directors is in accordance with the governing document of the charity.

Anyone can put themselves forward to be a trustee, subject to approval by the board. The Board of Trustees are always looking to recruit new trustees who can bring new skills and experiences into the charity.

Moorlands Voluntary and Community Transport

Trustees' Report

Induction and training of trustees

Trustees are informed of their role and the relevant legislation and given a copy of the Memorandum and Articles of Association.

Throughout 2020/21, the contribution of the volunteer drivers, funders, stakeholders and Trustees has been significant. Led by the Chief Officer, MVCT has successfully co-ordinated a Covid response. It has been hard at times and everyone linked to the Charity has stepped up to support the organisation and the local communities we serve to remain safe and secure through this unprecedented challenge.

We would like to express our thanks to all involved, particularly the contribution made by volunteers.

We would also like to take this opportunity to thank Martin Chadwick; Martin was a trustee/director from the organisation's beginnings and served as Treasurer until 30th March 2021. His experience in the third sector and skill set proved invaluable to us; we wish him well.

Small company provision

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The annual report was approved by the trustees of the charity on 11/08/2021 and signed on its behalf by:



Christine Adams
Trustee

Moorlands Voluntary and Community Transport

Independent Examiner's Report to the trustees of Moorlands Voluntary and Community Transport

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 7 to 19.

Respective responsibilities of trustees and examiner

As the charity's trustees of Moorlands Voluntary and Community Transport (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Moorlands Voluntary and Community Transport are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Moorlands Voluntary and Community Transport as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.


.....
Daryl Denson ACMA

VAST
The Dudson Centre
Hanley
Stoke-on-Trent
ST1 5DD

Date: 20/8/21

Moorlands Voluntary and Community Transport

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	2,017	33,680	35,697
Other trading activities	4	2,561	-	2,561
Total income		4,578	33,680	38,258
Expenditure on:				
Charitable activities	6	-	(31,873)	(31,873)
Total expenditure		-	(31,873)	(31,873)
Net income		4,578	1,807	6,385
Net movement in funds		4,578	1,807	6,385
Reconciliation of funds				
Total funds brought forward		19,695	4,750	24,445
Total funds carried forward	15	24,273	6,557	30,830
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	3,517	12,200	15,717
Other trading activities	4	20,055	-	20,055
Other income	5	9,336	-	9,336
Total income		32,908	12,200	45,108
Expenditure on:				
Charitable activities	6	(13,213)	(7,450)	(20,663)
Total expenditure		(13,213)	(7,450)	(20,663)
Net income		19,695	4,750	24,445
Net movement in funds		19,695	4,750	24,445
Reconciliation of funds				
Total funds carried forward	15	19,695	4,750	24,445

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 15.

The notes on pages 9 to 19 form an integral part of these financial statements.

Moorlands Voluntary and Community Transport

(Registration number: 11965532)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Current assets			
Debtors	12	492	1,915
Cash at bank and in hand	13	<u>31,470</u>	<u>23,548</u>
		31,962	25,463
Creditors: Amounts falling due within one year	14	<u>(1,132)</u>	<u>(1,018)</u>
Net assets		<u>30,830</u>	<u>24,445</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	15	6,557	4,750
Unrestricted income funds			
Unrestricted funds		<u>24,273</u>	<u>19,695</u>
Total funds	15	<u>30,830</u>	<u>24,445</u>

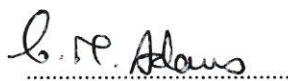
For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 11/08/2021 and signed on their behalf by:


Christine Adams
Trustee

The notes on pages 9 to 19 form an integral part of these financial statements.

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Moorlands Voluntary and Community Transport meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including independent examination, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	224	-	224
Donations from individuals	50	-	50
Grants, including capital grants;			
Government grants	-	32,680	32,680
Grants from other charities	-	1,000	1,000
Grants from companies	1,243	-	1,243
Other income from donations and legacies	500	-	500
	2,017	33,680	35,697
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	3,350	-	3,350
Donations from individuals	167	-	167
Grants, including capital grants;			
Government grants	-	12,200	12,200
	3,517	12,200	15,717

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Income from other trading activities

	Unrestricted funds General £	Total 2021 £
Trading income;		
Sales of goods and services	2,361	2,361
Other trading income	200	200
	<u>2,561</u>	<u>2,561</u>
	Unrestricted funds General £	Total 2020 £
Trading income;		
Sales of goods and services	19,956	19,956
Other trading income	99	99
	<u>20,055</u>	<u>20,055</u>

5 Other income

	Unrestricted funds General £	Total 2021 £
Income from trading subsidiary	9,336	9,336
	<u>9,336</u>	<u>9,336</u>

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Expenditure on charitable activities

		Restricted funds £	Total 2021 £
	Note		
Volunteer expenses		90	90
Insurance		3,113	3,113
Vehicle repairs & maintenance		1,610	1,610
Fuel costs		129	129
Promotion & advertising		155	155
General office costs, telephone & postage		814	814
Legal & professional costs		389	389
Rent & utilities		4,736	4,736
Bank charges		72	72
Sundry expenses		934	934
Website		1,800	1,800
Staff costs		17,239	17,239
Governance costs	7	792	792
		<u>31,873</u>	<u>31,873</u>
		Unrestricted funds General £	Restricted funds £
	Note		Total 2020 £
Volunteer expenses	23	480	503
Insurance	1,397	-	1,397
Vehicle repairs & maintenance	2,603	-	2,603
Fuel costs	596	700	1,296
Promotion & advertising	870	-	870
General office costs, telephone & postage	603	-	603
Legal & professional costs	634	-	634
Rent & utilities	12	3,270	3,282
Bank charges	72	-	72
Sundry expenses	78	-	78
Staff costs	5,785	3,000	8,785
Governance costs	7	540	540
		<u>13,213</u>	<u>20,663</u>

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

7 Analysis of governance and support costs

Governance costs

	Restricted funds £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	792	792
	<u>792</u>	<u>792</u>
	Unrestricted funds General £	Total 2020 £
Independent examiner fees		
Examination of the financial statements	540	540
	<u>540</u>	<u>540</u>

8 Government grants

National Lottery Community Fund £17,410
 To provide funds to support voluntary and community transport.
 National Lottery Covid 19 Fund £13,000
 To make up for lost income
 SMDC CIF £70
 To provide funds to support voluntary and community transport in the Biddulph area.
 Biddulph Town Council - £2,000
 To provide funds to support the running of the Biddulph office.
 Leek Town Council - £200
 To provide funds to support voluntary and community transport in the Leek area.

The amount of grants recognised in the financial statements was £32,680 (2020 - £12,200).

There are no unfulfilled conditions

No other forms of government assistance have been received

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

10 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	16,780	8,577
Pension costs	459	208
	<u>17,239</u>	<u>8,785</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	31 March 2021 No	31 March 2020 No
Employees	<u>2</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Debtors

	2021 £	2020 £
Trade debtors	148	810
Prepayments	344	644
Accrued income	-	461
	<u>492</u>	<u>1,915</u>

13 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	16	13
Cash at bank	<u>31,454</u>	<u>23,535</u>
	<u>31,470</u>	<u>23,548</u>

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	143	429
Other taxation and social security	131	-
Pension scheme creditor	136	49
Accruals	722	540
	<u>1,132</u>	<u>1,018</u>

15 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
General Fund	19,695	4,578	-	24,273
Restricted funds				
Awards for All	4,750	-	(4,750)	-
Biddulph Town Council	-	2,000	(2,000)	-
Leek Town Council	-	200	(200)	-
National Lottery Community Fund	-	17,410	(17,410)	-
SMDC Councillors' CIF	-	70	(70)	-
National Lottery Covid-19	-	13,000	(6,443)	6,557
Support Staffordshire	-	1,000	(1,000)	-
Total restricted funds	<u>4,750</u>	<u>33,680</u>	<u>(31,873)</u>	<u>6,557</u>
Total funds	<u>24,445</u>	<u>38,258</u>	<u>(31,873)</u>	<u>30,830</u>

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds			
<i>General</i>			
General Fund	32,908	(13,213)	19,695
Restricted			
Awards for All	9,500	(4,750)	4,750
Leek Town Land Trust	500	(500)	-
Biddulph Town Council	2,000	(2,000)	-
Leek Town Council	200	(200)	-
Total restricted funds	<u>12,200</u>	<u>(7,450)</u>	<u>4,750</u>
Total funds	<u><u>45,108</u></u>	<u><u>(20,663)</u></u>	<u><u>24,445</u></u>

The specific purposes for which the funds are to be applied are as follows:

Awards for All - £9,500

To provide funds to support voluntary and community transport.

Leek Town Land Trust - £500

To provide funds to support voluntary and community transport in the Leek area.

Biddulph Town Council - £2,000

To provide funds to support the running of the Biddulph office.

Leek Town Council - £200

To provide funds to support voluntary and community transport in the Leek area.

SMDC/Councillors' Community Initiative Fund-£70

To provide funds to support voluntary and community transport in the Biddulph area.

Support Staffordshire/ Pharmacy Support-£1,000

To provide funds for volunteers to deliver prescriptions.

National Lottery Community Fund-£17,410

To provide funds to support voluntary and community transport

National Lottery-Covid 19 Grant-£13,000

To provide funds to help the service continue during Covid-19.

Moorlands Voluntary and Community Transport

Notes to the Financial Statements for the Year Ended 31 March 2021

16 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2021 £
Current assets	25,405	6,557	31,962
Current liabilities	(1,132)	-	(1,132)
Total net assets	<u>24,273</u>	<u>6,557</u>	<u>30,830</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2020 £
Current assets	20,713	4,750	25,463
Current liabilities	(1,018)	-	(1,018)
Total net assets	<u>19,695</u>	<u>4,750</u>	<u>24,445</u>

17 Related party transactions

There were no related party transactions in the year.