



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2021	To	31 03 2022

Section A Reference and administration details

Charity name Gosforth and Jesmond Community Minibus

Other names charity is known by Previously Gosforth Community Minibus

Registered charity number (if any) 1188198

Charity's principal address 1 Otterburn Terrace

Jesmond

Newcastle Upon Tyne

Postcode

NE2 3AP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Gillam	Chair	1/05/21-19/10.21	
2	David Melton	Chair	05/11/2021 –	
3	Peter Hall	Treasurer		
4	Francis Mogg	Secretary		
5	David Melton	Trustee		
6	Sonia Gillam	Trustee		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by Members or co-option

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>Trustees have prepared a full risk audit, Safeguarding Policy, Equal Opportunities policy, Data Protection Policy and Minibus maintenance and operating procedures</p> <p>Trustees have undertaken a full review of insurances necessary to mitigate operational risks</p> <p>The charity operates with the support of Local Government Ward representatives, Community Libraries, Sheltered Housing and Care establishments and other local community organisations</p> <p>It remains challenging to identify and recruit new Trustees with skill sets relevant to the Charity's needs and ongoing continuity</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are the relief of the inhabitants of Gosforth, Jesmond and other identified wards of Newcastle upon Tyne (the area of benefit) who are in need because of age, sickness or disability (mental or physical) or poverty or because of the lack of availability of adequate safe public passenger services, by the provision of a community transport service to community groups at an affordable cost.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Gosforth and Jesmond Community Minibus (G&JCM) is managed and operated entirely by volunteers.

The charity owns one seven year old minibus equipped with a tail lift, which is maintained and used for the sole purpose of providing services to groups and organisations that might otherwise be unable to go on trips.

Drivers are assessed before being authorised to drive the minibus and regular licence checks are undertaken. Where necessary volunteer passenger escorts are provided to assist users.

Records are kept of all journeys.

Recovery from the pandemic has been challenging as several customer groups have faded away and outbreaks of Covid at care homes has led to many cancelled bookings at short notice. G&JCM flexibility and structure has enabled us to deal with this without charging cancellation fees.

With the support of Local Ward Councillors, a series of trips were arranged for refugees housed locally.

Regular transport support has been provided for Liberdade a Gosforth based charity supporting youngsters with special needs

Monthly trips to and from Jesmond Community Library for Wellbeing sessions

Additionally we have undertaken trips for several Churches, local sheltered housing groups and local interest organisations

We continue to seek local users who can benefit from the facilities which we offer in line with our constitutional objectives

Cost of purchasing and maintaining the minibus is covered through rental paid by users of the minibus and grant support

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Trustees intend to undertake a full strategic review for the charity, this will include a review of our charges

A priority is to identify new volunteer drivers and trustees in order to continue to rebuild the charity and ensure its future

We are looking to build up a refreshed group of users as we recover from the damage caused by the pandemic

Trustees are considering options to improve training for volunteers while reviewing prices and procedures already in place

Trustees are considering ways to fund a replacement for the minibus to enable emission reduction and more efficient operation

Summary of the main achievements of the charity during the year

Gosforth and Jesmond Community Minibus (G&JCM) held its delayed (due to the pandemic) inaugural Committee meeting on Thursday 20th May.

Despite the continuing constraints on transport activities much background work was undertaken to ensure operations were fit for purpose when circumstances permitted.

The minibus has been regularly run and serviced by way of maintenance.

The associated costs have impacted previously accumulated reserves.

Reviews were undertaken of Risk Management (including a specific set linked to Covid risks) and Data protection. New Safeguarding and Equal Opportunities policies were drafted and agreed by Trustees

Driver review arrangements were updated and new DBS check policy agreed and commenced

Assets and liabilities of Gosforth Community Minibus (GCM) were transferred to G&JCM and with the consent of the Charity Commission, Gosforth Community Minibus was closed and removed from the Charity Commission register

A members' register for G&JCM was commenced listing 18 personal members.

G&JCM commenced transport activities from September 2021. Sixty six trips have been carried out since then arrying an estimated 330 passengers.

The pandemic closedown had led to the loss of several users and drivers. However, efforts to bring in new users and volunteers have borne fruit and trip numbers have started to recover.

Local Council Ward support has provided opportunities to support travel arrangements for asylum seekers in local temporary accommodation and also to provide shopping trips for elderly locals in Vale House Jesmond

With the help of Paul Rea, the G&JCM has a new logo and strap line Jasper Mogg has been instrumental in establishing and updating online and internet arrangements for the charity which resulted in significant cost reductions

David Melton's work with insurance arrangements has ensured a smooth transfer from GCM with competitive premium arrangements and cover.

Trustees met six times during the year, where necessary meetings were held online. The 2021 delayed AGM (due to the pandemic) was conducted online in July 2021.

Trustees were greatly saddened by the untimely death of David Gillam, Chair of died on 19th October 2021. David played a significant part in the conversion to G&JCM, CIO from GCM and the significant progress already made with the initiatives outlined above.

David Melton, Trustee, has taken the Chair temporarily, pending identification of a permanent replacement for the role.

Section E

Financial review

Brief statement of the charity's policy on reserves

The CIO intends to retain a healthy level of reserves to cover operating requirements and contribute to the cost of a replacement vehicle in due course

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The management and operation of the CIO and the minibus is intended to be through unpaid volunteers. The cost of running and (in part) replacement of the minibus is scheduled to be covered by charges made to users,

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Francis John Mogg

Position (eg Secretary, Chair, etc)

Secretary

Date

10/01/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name:
Gosforth and Jesmond Community Minibus

How did you get
this form?

CC16a

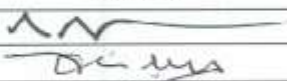
Receipts and payments accounts

For the period from	Period start date	To	Period end date
	26-Feb-20		31-Mar-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
None	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-	-
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	-	-	-	-
A3 Payments					
None	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases. (see table)					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	-	-	-	-	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	-	-	-	-	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	-	-	-
B2 Other monetary assets	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	None		Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	None	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	None	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Peter Angus Hall Francis John Mogg	22-Dec-21 22/12/21

CCXX R2 accounts (SS)

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22/12/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Gosforth and Jesmond Community Minibus

No (if any)
1188198

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Apr-21

To

Period end date
31-Mar-22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire of minibus	1,716	-	-	1,716	-
Grants	548	-	-	548	-
Refunds and cashback	163	-	-	163	-
Donations	9	-	-	9	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,436	-	-	2,436	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,436	-	-	2,436	-
A3 Payments					
Fuel	464	-	-	464	-
Vehicle tax and insurance	1,057	-	-	1,057	-
General insurance	128	-	-	128	-
Admin (tel., copying)	79	-	-	79	-
DBS fees	326	-	-	326	-
Subscriptions and permits	21	-	-	21	-
Bank charges	10	-	-	10	-
Repairs and maintenance	587	-	-	587	-
	-	-	-	-	-
Sub total	2,672	-	-	2,672	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,672	-	-	2,672	-
Net of receipts/(payments)	- 236	-	-	- 236	-
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end					
Cash funds this year end	- 236	-	-	- 236	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	1,064	-	-
	Deposit account	9,436	-	-
	Cash	3	-	-
	Total cash funds	10,503	-	-
	(agree balances with receipts and payments account(s))	Agreed	OK	OK

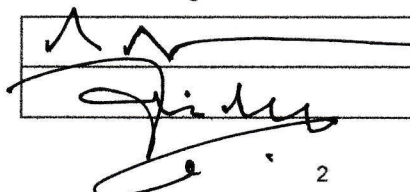
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Nil	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Nil		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Motor vehicle	Unrestricted	-	8,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Barclaycard	Unrestricted	6	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Peter Hall	21-Dec-22
	Francis Mogg	21-Dec-22