

Wrington Minibus Society CIO

Annual accounts for the year
from 1 February 2024
to 31 January 2025

A Charitable Incorporated Organisation

Registered charity no 1196604

Wrington Minibus Society CIO

Financial Statements for the year from 1 February 2024 to 31 January 2025

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Report of the Management Committee for the year from 1 February 2024 to 31 January 2025

The Management Committee presents its report and financial statements for the year from 1 February 2024 to 31 January 2025.

Reference and Administrative Information

Charity name:	Wrighton Minibus Society CIO
Charity registration number:	1196604
Correspondence address registered with the Charity Commission:	Littlebrook Coxs Green Wrighton Bristol BS40 5QU

Management Committee

Mr A J Hopkins	Chair
Mr J P Empson	Treasurer
Mrs L A McManus	
Mrs J M Walters	
Mr D J Tomlinson	
Mrs A M Ledbury	Appointed 23/10/2024
Mrs G Key	Appointed 23/10/2024
Mr R Key	

Independent Examiner

Ms S Trafford ACA

Bankers

CAF Bank
NatWest Bank

Our Aims and Objectives

The objects of the CIO are:

To provide within the area of benefit a community minibus service for elderly (over 55) and disabled individuals in need and for non-profit making community groups which are established to advance education, provide recreational facilities in the interest of social welfare, or to relieve distress, or for any other charitable purpose.

The Area of Benefit is defined as the villages of Wrington, Redhill, Butcombe and Burrington.

Ensuring our work delivers our aims

At each meeting of the management committee we review the recent outings to establish which have been popular and which less so, in order to guide planning of the future programme and make sure we are meeting the needs of our beneficiaries. We also consider different ways of marketing the programme to try to reach new customers.

In 2024/25 the new trustee Gill Key introduced a new programme of outings to events and visitor attractions, including Bath and Wells Christmas markets, Westonbirt Arboretum and a birdwatching cruise on the River Exe. The new programme has proved popular and has increased the number of passengers carried by the minibus (details below).

Wrington Minibus Society CIO is a public benefit entity, and as such its primary objective is to provide services for the general public and social benefit for the community it serves rather than with a view to providing a financial return to equity providers, shareholders or members.

The CIO's activities are in accordance with its aims and objectives. A brief summary of the main activities undertaken by the CIO to carry out its charitable purposes for public benefit is given below, in the section 'How our activities deliver public benefit'.

The Trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

How our activities deliver public benefit

We deliver public benefit by providing a programme of outings, at low cost, to elderly and disabled people who may be socially isolated or who would otherwise find it difficult to explore outside the village, due to their disability or lack of their own private transport. There is a limited local bus service, including an on-demand service, but this is within a small, defined area of operation.

The Minibus is equipped for easy access for passengers who are disabled or have mobility issues by means of a dropped side step and a rear hydraulic lift which provides wheelchair access. Wheelchair users can be transported without needing to transfer to a fixed seat.

The Wroughton Minibus complements the timetabled and on-demand bus services by offering a variety of day and half-day trips to destinations including market towns, coastal resorts, shopping centres and garden centres, and this has now been enhanced by additional outings to events and visitor attractions.

Regular outings include:

- Shopping trips to local towns such as Nailsea, Wells, Frome and Worle;
- Pub lunches and trips to garden centres for afternoon teas;
- Longer day trips to destinations such as Somerset Lavender and Gloucester Quays.

We also provide transport for local groups such as the Tuesday and Thursday lunch clubs, the Church lunch group and the young people taking part in the annual Youth Week.

We operate a 3-tier fare structure. Local shopping journeys (e.g. to Nailsea and Clevedon) are now free of charge, medium length journeys to nearby market towns (e.g. Wells and Frome) are charged at £5, and longer journeys (such as to Slimbridge or Stourhead) are charged at £10. All fares are for a return journey.

Achievements and performance

The number of passengers carried were as follows:

	2025	2024
Number of outings	164	146
No of miles travelled	5,570	4,999
Number of passengers	1,440	1,136
Number of passengers aged over 60	1303 (90%)	1,071 (94%)
Number of disabled passengers	205 (14%)	205 (18%)

We are pleased to report a 12% increase in the number of outings, and a 27% increase in passengers carried. The increase is attributable to the new programme of visits to events and attractions, which have proved popular and we even needed two trips to Westonbirt Arboretum.

In the year 2024/25 we ran 87 trips (in addition to the regular group outings) and 10 of these were part of our new programme of visits to events and attractions.

Unfortunately, cancelled trips increased from 23 to 27, usually due to lack of passengers. New destinations for the minibus have included Berkeley Castle (for an exhibition of Strictly Come Dancing costumes), the arts centre in Somerton (to see 'The Red Dress'), Bath Christmas market, Westonbirt Arboretum and the Somerset Levels (for the starling murmurations).

There were 69 trips providing transport for the village lunch club and the church's Thursday and Sunday lunch clubs as well afternoon teas on four occasions. Average occupancy for these trips was over 90%.

There were 15 private use trips this year (last year = 15), including a shuttle bus to Redhill for the Redstock festival and Youth Week transport as well as use by All Saints Church, Wrington Primary School and the Wrington Women's Institute.

Who used and benefited from our services?

Our beneficiaries are predominantly people aged 60 and over who live in our area of benefit. We do not keep records of beneficiaries' addresses, apart from what is needed for pick-ups, but many are regular passengers and well-known by the drivers. We do keep (anonymous) data on the number of passengers aged over 60, and the number with a declared disability, which means we are able to state that 90% of our passengers are aged over 60, and 14% regard themselves as disabled.

The number of people we can reach is constrained in three main ways: the number of people in our target population, the carrying capacity of the minibus and the availability of volunteer drivers.

The Parish of Wrington (our approximate area of benefit) had a total population of 2700 in the 2021 census, of whom 25% were aged over 65 and 13% were disabled under the Equality Act definition. Given that there is an overlap in these categories, the number of elderly and disabled people in our area of benefit is approximately 800 to 900.

The current minibus (a Peugeot Boxer) can carry up to 12 passengers, including the seat alongside the driver. This capacity is often reached on the lunch club trips. Demand is somewhat variable and unpredictable, but the longer distance journeys are usually more popular.

Our services are advertised very locally, for example in the monthly village journal which is delivered to subscribing households, on noticeboards in the villages and on the Wrington Matters Facebook page, to ensure that our potential beneficiaries are aware of our services.

Gill Key, now a trustee, is the driving force behind our new programme of visits and attractions. This is generating increased passenger numbers which we hope will continue. We are also working to improve the communication of planned trips with the launch in 2025 of a monthly emailed newsletter and by creating our own website, and we are exploring the most efficient and cost-effective way of doing this.

We also maintain the profile of the Minibus Society and raise funds by holding an annual lunch in the village. The lunch held in July 2024 was attended by over 100 people. It was held in the garden of a villager and the catering was carried out entirely by volunteers. Most of the food costs were also covered by donations. An annual prize draw is held at the same time as the annual lunch.

Contribution made by volunteers

The organisation has no paid employees; it is run entirely by volunteers.

There are currently 8 trustees, who between them carry out the roles of chair, treasurer, minutes secretary, co-ordination of trips and drivers, the training of new drivers, marketing and maintenance of the minibus.

As at 31/01/2025 we had 14 drivers on our books. Some are aged over 70 and need to renew their licence with a medical and eye test triennially. A rota of trips is created each month and drivers volunteer based upon their availability. Their contribution ranges from a few hours to a few days or part days each month. A publicity drive at the end of November resulted in four new volunteers but due to factors outside our control progress in training them has been slow.

Financial Review

Wrington Minibus Society was initially founded as a charitable trust (see 'Structure, Governance and Management' below). A Charitable Incorporated Organisation (CIO) was created to replace it and was registered on 16 November 2021. The charity's assets, primarily cash and a Peugeot Boxer minibus, were transferred from the original organisation in 2022.

The Minibus Society received income of £10,191 in 2024/25 (2023/24 = £10,508). This fall of 3% was due to large decreases in income from bequests, donations and interest, which were balanced by increases in fare income (up by 25%) and income raised by the annual fundraising dinner, the price of which was increased from £10 to £15 with no negative impact on numbers attending.

The reduction in bank interest was due to the closure of the CAF deposit account (provided by Shawbrook Bank) when the deposit for the new minibus was paid in December 2023. CAF require a new application to replace this account as our charity number has changed since the account was opened, and the application will be submitted this year.

Expenditure in the year was £7,253, a fall of 6% compared with the previous year (2023/24 = £7,734). This was due to lower vehicle repair costs, down from £1,644 in 2023/24 to £614. To a certain extent this was due to timing, as repair and servicing costs of £570 were incurred in the first few weeks of the following (2025/26) financial year.

A deposit of £31,443.50 on a new Citroen Relay minibus had been paid to Courtside Conversions Ltd in December 2023. The manufacture and conversion of the minibus has taken longer than expected, and delivery is now expected in June 2025. The deposit has been capitalised as a fixed asset. The Minibus Society is committed to pay the balance of £43,300.90 to Courtside Conversions Ltd on delivery of the new minibus.

The Minibus Society recorded a surplus of £2,938 (2023/24 = £2,774), which increased unrestricted reserves to £136,837. The carrying value of the current Peugeot Boxer minibus (WX13 AKN) was depreciated to £2,676, but its market value is believed to be higher than this.

Reserves Policy

The CIO's policy is to hold sufficient reserves to:

1. Continue the charitable activities of the CIO should its income and fundraising activities fall short and as a cushion against unforeseen expenditure.
2. Replace its primary asset (the Minibus) on a 5-10 year cycle, dependent on mileage, wear and tear and legislative changes.

As a minimum, the trustees consider it sensible to hold sufficient funds to cover the replacement cost of the minibus (estimated at £75,000 based on quotes obtained in May 2023), and running costs for six months in the event of unforeseen reduction in income (£4,000 based on running costs in 2023/24).

However given a replacement cycle of 5-10 years, there is no certainty that following the first purchase, sufficient funds would become available in time to buy the next minibus. The CIO's income is normally only sufficient to cover costs and provide a small surplus, unless an exceptional bequest is received, as occurred in 2022/23.

As such exceptional income is of course not guaranteed, the trustees consider it prudent to hold reserves up to the value of the next two purchases (2 x £75,000). Our reserves requirement is therefore £150,000.

Our reserves were £136,837 at 31 January 2025, and cash stood at £102,352. The payment of the balance of the Citroen minibus currently being purchased will reduce cash by £43,301, and the new minibus will then be depreciated at 20% of net value each year.

It is therefore thought unlikely that our reserves target will be exceeded in the near future.

Investment Policy

Wrington Minibus Society CIO is a small charity with limited funds, and while funds can be held for several years pending the purchase of the next minibus, we are unwilling to accept the risk of loss of funds that investment in stock markets would involve.

Cash reserves are therefore held in three separate accounts with CAF Bank and NatWest Bank. It is our intention to open a CAF Gold account as it pays a higher interest rate than our previous Shawbrook account, can be managed online and allows instant access.

Structure, Governance and Management

Governing Document

Wrington Minibus Society Charitable Incorporated Organisation (CIO) was registered with the Charity Commission for England and Wales on 16 November 2021, replacing a charitable trust with the same name and objectives. It is governed by a new CIO Constitution. If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Recruitment and Appointment of the Management Committee

The CIO uses the 'foundation' model of constitution under which the only voting members are the charity trustees. The first (or founding) trustees were appointed for terms of between 2 and 4 years. Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

All trustees give their time voluntarily and received no benefits from the CIO for their work as trustees. Several trustees made purchases on behalf of the Minibus Society and recovered these costs through expenses claims. These are set out in note 8 to the accounts.

As trustees must live in the area of benefit of the CIO, we use the Village Journal (covering the villages of Wrington, Redhill, Butcombe and Burrington) for our recruitment advertising for new trustees. Specific skills are requested when needed, for example when recruiting a new treasurer.

Mr J P Empson, Mrs L A McManus, Mrs J M Walters and Mrs A M Ledbury all retire as trustees in 2025 when their terms of office expire and, being eligible, offer themselves for re-election. Mr D J Tomlinson also retires as a trustee and is not seeking re-election. Mr and Mrs Key were both appointed at the 2024 AGM for terms of 3 years.

Trustee Induction and Training

New trustees are invited to attend a meeting of the trustees before committing to the role, and are given a one-to-one induction by the Chair which covers the operation and management of the CIO in detail. New trustees also receive key documents including the constitution, the most recent accounts and a link to the Charity Commission's online guidance for trustees: 'The essential trustee: what you need to know, what you need to do'.

Risk management

The Management Committee has conducted a review of the major risks to which the CIO is exposed. A risk register has been established and was fully revised and updated in 2023/24. The risks identified include the legality and roadworthiness of the minibus, breakdowns, driver ability, refuelling, fire, injuries to passengers, driver welfare and carrying disabled passengers.

To ensure the roadworthiness of the Minibus, it is serviced in line with the manufacturer's recommendations and undergoes an annual MoT test. In addition and as per industry guidelines, the Minibus is inspected every 10 weeks by a qualified engineer (Wrington Motors), and the hydraulic rear lift is serviced at 6-monthly intervals. The drivers are also required to complete and record a pre-drive inspection and report any issues for investigation and rectification.

Organisational Structure

The CIO has no paid staff and is entirely managed by the volunteer trustees. All tasks are undertaken either by trustees or the volunteer drivers. There is no structure or hierarchy as such, but the management, operation and development of the CIO is guided by the Chair.

Related Parties

Wrighton Minibus Society CIO is an independent charity with no related parties.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the CIO's transactions and disclose with reasonable accuracy at any time the financial position of the CIO 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 CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the board of trustees on 17 September 2025, and is signed on behalf of all trustees by:



A J Hopkins
Chair



J P Empson
Treasurer

Independent examiner's report to the trustees of Wrington Minibus Society CIO

I report on the financial statements of the charity for the year from 1 February 2024 to 31 January 2025, which are set out on pages 14 to 18.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

The trustees consider that an audit is not required for this period under s. 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of independent examiner's report


My examination was carried out in accordance with the 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 explanations sought 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 that the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.
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 (FRS102).

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.

Signed 

Sophie Trafford ACA

Date 17 September 2025

Wrington Minibus Society CIO

Income and expenditure account for the year from 1 February 2024 to 31 January 2025

	Note	2025 Unrestricted £	2025 Total £	2024 Total £
Income				
Fares	1	5,063	5,063	3,786
Fundraising		3,607	3,607	2,747
Donations		715	715	1,866
Interest on bank deposits		362	362	810
Grant funding	2	444	444	299
Bequests		-	-	1,000
Total income		10,191	10,191	10,508
Expenditure				
Vehicle running costs	3	3,677	3,677	4,409
Insurance	4	1,358	1,358	1,314
Training		354	354	105
Administration and other costs		205	205	105
Publicity		121	121	81
Monthly bank charges		60	60	60
Fundraising expenses		809	809	824
Depreciation of minibus		669	669	836
Total expenditure		7,253	7,253	7,734
Surplus for the period		2,938	2,938	2,774
Funds brought forward				
		133,899	133,899	131,125
Total funds carried forward		136,837	136,837	133,899

Wrington Minibus Society CIO

Balance Sheet as at 31 January 2025

		2025	2024
		Total	Total
	Note	£	£
Cash funds			
CAF Cash account		85,402	90,337
NatWest Current account		9,179	1,040
NatWest Business Reserve account		7,771	7,548
Total cash funds		102,352	98,925
Other monetary assets			
Debtors	6	845	740
Asset retained for the charity's own use	5		
Peugeot Boxer WX13 AKN		2,676	3,345
Deposit paid on Citroen Relay		31,444	31,444
		34,120	34,789
Liabilities			
Creditors: amounts falling due within one year	7	- 480 -	555
Net assets		136,837	133,899
Funds			
Unrestricted funds			
Funds brought forward		133,899	131,125
Surplus/(Deficit) for the period		2,938	2,774
Closing balance		136,837	133,899

The accounts were approved by trustees on 17 September 2025 and signed on behalf of all trustees by:



A J Hopkins
Chair



J P Empson
Treasurer

Wrigton Minibus Society CIO

Notes to the accounts

	2025	2024
	£	£
1. Fares		
Cash fares	4,146	2,559
Lunch club fares	124	344
Private hire	447	605
Hire by groups	346	278
Total fares	5,063	3,786
2. Grant funding	2025	2024
	£	£
DfT Bus Service Operators' Grant	444	299
Total grant funding	444	299
3. Vehicle running costs	2025	2024
	£	£
Fuel	1,436	1,327
Servicing	1,437	1,256
Repairs and parts	614	1,644
Vehicle tax	165	165
Vehicle parking	25	17
Total vehicle running costs	3,677	4,409
4. Insurance	2025	2024
	£	£
Vehicle insurance	997	1,005
Liability & indemnity insurance	361	309
Total insurance costs	1,358	1,314

5. Fixed assets: Peugeot Boxer WX13 AKN and deposit on new Citroen Relay YG25 ZFB (not yet supplied at year end)

Note: The minibus is depreciated at 20% of net value each year

	Peugeot Boxer	Citroen Relay	Total
Cost			
At 1 February 2024	5,226	31,444	36,670
Additions in year			-
At 31 January 2025	<u>5,226</u>	<u>31,444</u>	<u>36,670</u>
Depreciation			
At 1 February 2024	1,881	-	1,881
Charge for period	669	-	669
At 31 January 2025	<u>2,550</u>	<u>-</u>	<u>2,550</u>
Net book value			
At 31 January 2025	2,676	31,444	34,120
At 1 February 2024	3,345	31,444	34,789

6. Debtors	2025	2024
	£	£
Trade debtors	45	100
Accrued income: December 2024 & January 2025 fares	530	317
Accrued income: Lunch Club fares	-	125
Accrued income: Donation	25	-
Accrued income: Bus Service Operators' Grant, April - September	245	198
Total debtors	<u>845</u>	<u>740</u>

7. Creditors	2025	2024
	£	£
Trade creditors	480	450
Accruals	-	105
Total creditors	<u>480</u>	<u>555</u>

8. Payments to trustees	2025	2024
	£	£
Mrs L McManus - Reimbursed expenses	224	80
Mrs L McManus - Contribution towards software costs re MIDAS training	-	55
Mrs J Walters - Reimbursed expenses	45	-
Mrs G Key - Reimbursed expenses	327	-
Mr A Hopkins - Reimbursed expenses	448	-