

COMMUNITY TRANSPORT

England & Wales · Charity number 247331

Details

Other names	CITYWIDE, COMMUNITY FURNITURE SERVICE, PRISON VISITING TRANSPORT SERVICE, SWIFTLINK
Status	Registered
Legal form	Charitable company
Company number	02118677
Registered	1966-04-07
Register	View on the Charity Commission register

Contact

Address	The Grand Heaton Terrace Byker Newcastle upon Tyne Tyne and Wear NE6 1JR
Phone	01912656463
Email	newcastle@communitytransport.org
Website	www.communitytransport.org

Activities

Objects: THE PROMOTION OF ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE COMMUNITY AND IN PARTICULAR THE ADVANCEMENT OF EDUCATION AND THE RELIEF OF POVERTY, SICKNESS, OLD AGE AND DISTRESS THROUGH THE PROVISION OF TRANSPORT, ADVICE OR ASSISTANCE.

Activities: The charity operates 3 core services: 1. Provision of accessible transport for people with limited mobility or other health conditions; 2. Supply of donated domestic and office furniture to raise income for charitable purposes; 3. Training and work experience for disadvantaged or unemployed individuals and to voluntary and community groups.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Accommodation/housing, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- Birmingham City
- Durham
- Gateshead
- Newcastle Upon Tyne City
- North Tyneside
- Northumberland
- Sandwell
- Staffordshire
- Warwickshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,967,106	£2,821,085	£465,836	78
2024-03-31	£3,910,706	£3,704,722	£1,336,202	107
2023-03-31	£3,190,023	£3,714,047	£1,130,218	107
2022-03-31	£3,424,609	£3,946,952	£1,654,242	109
2021-03-31	£3,395,256	£3,058,828	£2,176,585	68

Trustees

Name	Role	Appointed
Corinne Elizabeth Taylor		2016-11-29
Joseph Hall		2022-05-24
Tony Chan		2024-08-27

COMMUNITY TRANSPORT

England & Wales - Charity number 247331

Accounts

REGISTERED COMPANY NUMBER: 02118677 (England and Wales)
REGISTERED CHARITY NUMBER: 247331

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025
FOR
COMMUNITY TRANSPORT**



COMMUNITY TRANSPORT

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

	Page
Reference and Administrative Details	1
Message from our Chair	2
Report of the Trustees	3 to 11
Report of the Independent Auditors	12 to 15
Statement of Financial Activities	16
Balance Sheet	17 to 18
Cash Flow Statement	19
Notes to the Financial Statements	20 to 34

COMMUNITY TRANSPORT

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2025

Registered Company number

02118677 (England and Wales)

Registered Charity number

247331

Registered office

The Grand
Heaton Terrace
Byker
Newcastle upon Tyne
NE6 1JR

Trustees

Ian Kerr (retired July 2024)
Adam Layland (retired 16 June 2025)
Corrine Taylor
Joseph Hall - Chair
Tony Chan (retired April 2024, reappointed August 2024)

Senior Management Team

Jo Beaumont - Chief Executive Officer (to December 2024)
Joseph Hall - Interim Chief Executive Officer and Finance Officer (December 2024 to March 2025)
Laurie Robson - Chief Executive and Chief Finance Officer (from April 2025)
Paul Dodd - Operations Director North
Elizabeth Rowe - Operations Director South (to September 2024)
Justin Smith - Finance Director (to July 2024)

Independent Auditors

BK Plus Audit Limited
Chartered Certified Accountants and Statutory Auditors
Azzurri House
Walsall Business Park
Aldridge
Walsall
WS9 0RB

Bankers

Unity Trust Bank PLC
Nine Brindleyplace
Birmingham
B1 2HB

Santander
Bridle Road
Bootle
Merseyside
L30 4GB

COMMUNITY TRANSPORT

MESSAGE FROM OUR CHAIR FOR THE YEAR ENDED 31 MARCH 2025

It is a privilege to write my first message as Chair of Community Transport. Although new to this role, my journey with the organisation spans several years. I initially served as an observer of the Board, later becoming a Trustee, and even stepped in as Interim Chief Executive for three months. These experiences have given me invaluable insight into the organisation and, most importantly, into the incredible staff and volunteers across the North East who are dedicated and passionate about what we do. They want this charity to succeed, and their commitment inspires me every day.

Over the past year, the organisation has navigated a significant and challenging period of transition. This has included the difficult decision to close our Midlands operations and, more recently, the closure of our Halifax head office, with key functions transferred to the North East. These changes have been complex, time consuming and costly, both financially and emotionally, and have required careful planning and resilience from everyone involved. While these decisions were not taken lightly, they were necessary to consolidate our operations, focus our resources on the North East, and put the organisation on a more secure and sustainable financial footing, ensuring we can continue to deliver vital services to those who rely on us.

I want to take this opportunity to express my sincere thanks to Adam Layland, our outgoing Chair, for his outstanding leadership and dedication over many years. Adam's guidance has been instrumental in steering the charity through complex challenges and positioning us for a sustainable future. On behalf of the Board and the entire organisation, we are grateful for his contribution and wish him every success in the future.

Looking ahead, my focus as Chair will be on strengthening our foundations, supporting our incredible team and volunteers, and working with partners to expand our impact. Together, we will continue to make a real difference in the lives of people who need accessible transport and affordable furniture.

Thank you for your continued support.

Joe Hall

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

Community Transport is a Company Limited by Guarantee, registered in England and Wales, number **02118677**, and a Registered Charity, number **247331**. The Directors opted, at the time of incorporation, to register the name "Community Transport" and not "Community Transport Limited".

Community Transport has a 100% shareholding in a trading company, **Community Minibuses Limited (CML)**, number **04125371**.

The results of CML have not been consolidated with those of the Company as their inclusion is not material for the purpose of giving a true and fair view, in accordance with section 405(2) of the Companies Act 2006.

The Charity also uses several trading and brand names:

- **CT Passenger** - provision of passenger transport services
- **CT Office** - provision of office furniture
- **CT Furniture** - provision of domestic furniture
- **CT Training** - provision of training

OBJECTIVES AND ACTIVITIES

Community Transport has been working in local communities since 1964, helping to transform lives and build better communities.

Our charitable objectives remain focused on social welfare, delivered through:

- Accessible passenger transport
- Affordable furniture provision
- Training services for community groups

Our Vision and Mission statements, based upon our principal activity, are:

Mission:

Create a better everyday life for local people.

Vision:

To be the go-to organisation for accessible transport and affordable furniture locally.

The Trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit when planning the charity's activities and in setting its objectives for the year.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES - continued

CT Furniture



CT Furniture provides domestic furniture, clothing, and office furniture through retail shops in the North East (following the closure of West Midlands operations in August 2024). Items are also sold online to maximise income as part of our sustainability strategy.

Our work under the CT Furniture brand goes far beyond selling affordable furniture - it plays a vital role in poverty prevention, improving living conditions, and helping families create homes they can be proud of.

By offering low-cost items, we enable people to upgrade their furniture without falling into debt, protecting dignity and promoting wellbeing.

Income-generating services include attracting donations of office furniture from corporate partners and domestic furniture from individual donors, which are sold both online and in-store to raise funds for our charitable work.

Charitable services include supplying essential furniture free of charge to individuals in crisis through referral schemes. We also assist families in need by providing furniture at little or no cost, ensuring that financial hardship does not prevent them from having a safe and comfortable living environment. In addition, we support other charities by providing furniture and resources that enable them to continue their own vital work in the community.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES - continued

CT Passenger



We provide accessible transport for individuals who have disabilities, limited mobility, are isolated, or struggle to get out, as well as those unable to use conventional public transport.

This includes door-to-door services for older people, transport to appointments, and travel for community and voluntary groups so they can support their service users. Our specialist door-to-door approach promotes independence, choice, and social inclusion.

Partnering with local groups extends our impact, enabling them to support their communities effectively and at an affordable cost.

Examples of commercial services include school transport contracts delivered across regional hubs and renal transport for dialysis patients (ceased April 2024).

Examples of charitable services include providing low-cost or free transport in the North East, helping people access shops, social activities, and essential services. Group travel was also offered for Mencap service users in the Black Country, enabling participation in community life until this service ceased in August 2024 following the closure of West Midlands operations.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES - continued

CT Training Services













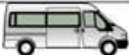



We delivered comprehensive training programs throughout the year, ensuring that Community Transport staff and volunteers are equipped with the knowledge and skills needed to maintain high-quality service delivery. This approach supports both our operational excellence and our commitment to creating pathways into work for local people.

During 2024/25, we made a strategic decision to discontinue delivering MiDAS and PATS training for now, allowing us to focus on community-based training initiatives. Our efforts have concentrated on providing practical skills in warehousing, retail, and administration for volunteers, job seekers, and individuals looking to improve their employability.

Support

A small central support team provides finance, human resource and governance support for operational teams. To find out more about how we make a difference visit: www.communitytransport.org

Operational Sites and Services

			
Blyth Shop			
Newcastle Warehouse			
Gateshead Shop			
Wolverhampton Warehouse (closed in August 2024)			
West Bromwich Shop (closed in August 2024)			
Birmingham Depot (closed in August 2024)			
Coventry/Nuneaton Depot (closed in August 2024)			

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE

Key Achievements

Consolidated our operations

The organisation successfully completed a strategic transition to focus exclusively on North East operations. This involved closing West Midlands sites, relocating resources, and ensuring continuity of essential services for local communities. The consolidation streamlined governance, reduced overheads, and positioned the charity for a more sustainable future.

Strengthened our community transport services

Despite the challenges of restructuring, existing North East services were maintained and delivery of SEND school transport routes was expanded to ensure continued utilisation of minibuses transferred from the Midlands.

Other contracts also remained in place, providing reliable and accessible transport for vulnerable passengers.

These services are essential in enabling children and adults with mobility challenges to access education, healthcare, and social opportunities. Service quality remained consistently high throughout this period of significant organisational change, reflecting a strong commitment to continuity and care.

Stabilised our finances

Financial resilience became a critical priority during the latter part of the year, particularly in quarters three and four.

Following an independent viability assessment, a series of decisive measures were introduced to strengthen the organisation's financial position. These included the implementation of robust cost-control strategies and enhanced cash flow monitoring to ensure greater visibility and accountability. Together, these actions secured short-term sustainability and established a solid foundation for future strategic planning.

Additional steps, such as renegotiating supplier contracts and reducing fleet costs, further demonstrated a commitment to operating efficiently and responsibly during a challenging period.

A significant milestone in this process was the appointment of a newly created combined role of Chief Executive and Finance Officer, bringing together strategic leadership and financial oversight. This integrated approach ensures that future decisions are informed by both operational priorities and financial sustainability, reinforcing the charity's commitment to strong governance and long-term viability.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE - continued

Key Challenges

Impact of West Midlands Closure

The decision to close West Midlands operations was one of the most difficult in the charity's history. The loss of major contracts and associated income required significant restructuring, including staff redundancies and asset disposals. These steps, while painful, were essential to safeguard long-term viability. The closure also meant learning to work differently-fulfilling lease commitments and finding new work streams to cover contractual obligations during a period of uncertainty.

Economic Pressures

Rising fuel costs, insurance premiums, and general inflation placed considerable strain on operating budgets. Reduced furniture sales, driven by cost-of-living pressures, further impacted income generation from retail operations. To mitigate these challenges, a spending freeze was introduced, ensuring that only essential expenditure was approved.

Volunteer Engagement

Volunteers remain central to the charity's mission, but this year the focus was primarily on sustaining core operations during a period of significant change. As a result, less progress was made in expanding volunteer recruitment and training than originally planned. Strengthening volunteer engagement is recognised as a key priority for the year ahead, as volunteers play an essential role in reducing isolation, supporting older and disabled residents, and enabling access to vital services and social opportunities. Their contribution continues to be invaluable, and renewed efforts will be directed toward building a stronger volunteer network in the coming year.

Resource Constraints

Recruitment of skilled staff in key operational roles proved challenging during the transition period. This placed additional strain on remaining teams and volunteers, who worked tirelessly to maintain service delivery under difficult circumstances.

Strategic Pause

Ambitious plans for growth were delayed as the organisation focused on financial recovery and stabilisation. This pause allowed for a thorough review of operations, risk management, and contractual obligations, but inevitably slowed progress toward future expansion.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

Total income for the year was £1,967,106 (2024 - £3,537,927), total expenditure for the year was £2,821,085 (2024 - £3,339,699), resulting in a net deficit of £853,979 (2024 - surplus of £198,228).

Total reserves at the balance sheet date amounted to £465,836 (2024 - £1,319,815) of which £4,587 (2024 - £10,587) was subject to restriction, £nil (2024 - £464,000) was designated and £73,044 (2024 - £172,560) was represented by illiquid assets. The free reserves at the balance sheet date amounted to £388,205 (2024 - £672,668). The free reserves target of £500,000 is under review for new operating scale).

Going concern

The financial viability of the charity remained challenging throughout the year under review, forcing the closure of operations in the West Midlands and consolidation of the charity's administrative function in the North East. The full impact of these cost-cutting measures had not been realised in the 2024/25 financial year and due to high ongoing lease commitments; a further deficit is expected in the 2025/26 financial year, albeit modest compared to previous results and absorbable in free reserves.

During the 2025/26 financial year the charity has been successful in renegotiating or replacing several of these commitments and has focused on the operational sectors generating the greatest contribution, the result being a projected return to surplus in the 2026/27 financial year.

On this basis the trustees have adopted the going concern basis when preparing the financial statements.

PLANS FOR FUTURE PERIODS

Community Transport has undergone significant transformation during 2024/25, with its future direction shaped by an independent viability assessment. For the foreseeable future, operations will remain focused exclusively on the North East, ensuring resources are concentrated where they deliver the greatest impact.

The immediate priority is to consolidate the organisation's position and maintain financial resilience. Once this is achieved, attention will turn to a new strategy for sustainable growth. Key areas of focus will include:

- **Increasing Community Benefit:** Expanding initiatives that directly improve quality of life for individuals and families.
- **Growing Retail Operations:** Developing CT Furniture's retail and online presence to generate additional income and enhance support for those in need.
- **Enhancing Community Transport Provision:** Building on existing services to offer greater flexibility and accessibility, ensuring more people can benefit from affordable, reliable transport.

These plans will be supported by appropriate resources and a renewed commitment to innovation, collaboration, and efficiency. The charity is determined to build on the lessons learned during a challenging year and create a stronger, more sustainable future.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charitable company reviewed its Articles of Association in 2020. Overall responsibility for the charitable company's activities is vested in the Board of Trustees, whose members are also Directors for the purpose of Company Law. The Board is limited to a minimum of three and maximum of 11 members, who may serve for up to three consecutive terms of three years each, followed by a break of at least one year before seeking re-election.

Methods of appointment or election of Trustees

The Board is responsible for identifying and recruiting new Trustees as part of succession planning, to support the interests of beneficiaries by virtue of skills, approach, experience and commitment to the objectives of the charity, in line with the Recruitment of Trustees and Directors Policy, approved in 2021. An annual board skills audit informs the recruitment and succession planning process. The Board of Trustees is committed to constantly monitoring the number of Trustees, and reviews this formally at its last meeting of the calendar year. Induction training for new Trustees is provided by the Chair, Chief Executive and other staff members. Trustees are encouraged to champion different aspects of the charity's strategic interests and to participate in sector specific training, development and events, including governance training.

Organisational structure and decision-making policies

Oversight of the management of finance, capital assets and non-charitable trading vested in CML remains with the full Board of Trustees. Overall responsibility for leadership of the Company is vested in a Chief Executive/Chief Finance Officer, who is responsible for business development and implementation of the strategy. The Chief Executive/Chief Finance Officer leads a small Leadership Team, which also includes an Operational Director.

Key management remuneration

The remuneration of the charity's key management personnel is set in accordance with the charity's Remuneration Policy.

The Trustees are responsible for agreeing the salary of the Chief Executive and Director level roles, taking into account market benchmarking, the charity's financial position, affordability, and wider economic conditions. Salaries for all other roles are set by the Chief Executive within the budget approved by Trustees. The policy aims to ensure that pay is fair, transparent and aligned with the skills, experience and responsibilities required to deliver the charity's objectives. No individual is involved in determining their own remuneration. In line with statutory requirements, the charity discloses all posts with full time equivalent salaries over £60,000.

COMMUNITY TRANSPORT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Community Transport for the purposes of company law) are responsible for preparing the 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. Under that law, the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware;
and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

In accordance with section 485 of the Companies Act 2006, a resolution for the re-appointment of BK Plus Audit Limited as auditors of the charity is to be proposed at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 30 January 2026 and signed on its behalf by:

Joseph Hall - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY TRANSPORT

Qualified Opinion

We have audited the financial statements of Community Transport (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion, except for the possible effects of the matters described in the basis for qualified opinion section of our report, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for qualified opinion

Due to changes in personnel and financial systems at the charitable company and our being unable to place reliance on the work done by the outgoing auditors, we have been unable to obtain sufficient and appropriate audit evidence relating to the opening balances.

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY TRANSPORT

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

As described in the basis for qualified opinion section of our report, we were unable to obtain sufficient assurance that the opening balances were not materially misstated, as such we have concluded that references to opening reserves and results for the year may also be materially misstated.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

Except for the matter described in the basis for qualified opinion section of our report, in the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

Arising solely from the limitation on the scope of our work relating to opening balances, referred to above.

- we have not obtained all the information and explanations that we considered necessary for the purpose of our audit; and
- adequate accounting records have not been kept.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY TRANSPORT

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. In this regard, our procedures include the following:

- enquiry of management around actual and potential litigation and claims;
- reviewing minutes of meetings of those charged with governance;
- reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business;
- challenging assumptions and judgements made by management in their significant accounting estimates.

Because of the field in which the charity operates, we have identified the following areas as those most likely to have a material impact on the financial statements: Health and Safety; Employment Law; and compliance with the Companies and Charities Acts.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY TRANSPORT

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Colin Chater FCA (Senior Statutory Auditor)
for and on behalf of BK Plus Audit Limited
Chartered Certified Accountants and Statutory Auditors
Azzurri House
Walsall Business Park
Aldridge
Walsall
WS9 0RB

30 January 2026

COMMUNITY TRANSPORT

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	35,355	17,146	52,501	192,704
Charitable activities					
Passenger services	5	962,300	-	962,300	1,490,954
Furniture services		888,507	-	888,507	1,138,054
Other services		60,907	-	60,907	73,698
Investment income	4	271	-	271	40
Other income		2,620	-	2,620	642,477
Total		<u>1,949,960</u>	<u>17,146</u>	<u>1,967,106</u>	<u>3,537,927</u>
EXPENDITURE ON					
Charitable activities					
Passenger services	6	1,617,355	22,146	1,639,501	1,830,228
Furniture services		1,112,651	1,000	1,113,651	1,351,695
Other services		67,933	-	67,933	157,776
Total		<u>2,797,939</u>	<u>23,146</u>	<u>2,821,085</u>	<u>3,339,699</u>
NET INCOME/(EXPENDITURE)		(847,979)	(6,000)	(853,979)	198,228
RECONCILIATION OF FUNDS					
Total funds brought forward		1,309,228	10,587	1,319,815	1,121,587
TOTAL FUNDS CARRIED FORWARD		<u>461,249</u>	<u>4,587</u>	<u>465,836</u>	<u>1,319,815</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

COMMUNITY TRANSPORT (REGISTERED NUMBER: 02118677)**BALANCE SHEET
31 MARCH 2025**

	Notes	2025 £	2024 £
FIXED ASSETS			
Tangible assets	11	77,630	183,146
Investments	12	<u>1</u>	<u>1</u>
		77,631	183,147
CURRENT ASSETS			
Stocks	13	4,000	26,732
Debtors	14	190,072	557,436
Cash at bank		<u>416,699</u>	<u>978,984</u>
		610,771	1,563,152
CREDITORS			
Amounts falling due within one year	15	(222,566)	(413,138)
		<u>388,205</u>	<u>1,150,014</u>
NET CURRENT ASSETS			
		<u>465,836</u>	<u>1,333,161</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		465,836	1,333,161
CREDITORS			
Amounts falling due after more than one year	16	-	(13,346)
		<u>465,836</u>	<u>1,319,815</u>
NET ASSETS			
		<u>465,836</u>	<u>1,319,815</u>
FUNDS	19		
Unrestricted funds		461,249	1,309,228
Restricted funds		<u>4,587</u>	<u>10,587</u>
TOTAL FUNDS		<u>465,836</u>	<u>1,319,815</u>

The notes form part of these financial statements

COMMUNITY TRANSPORT (REGISTERED NUMBER: 02118677)

BALANCE SHEET - continued
31 MARCH 2025

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

The financial statements were approved by the Board of Trustees and authorised for issue on 30 January 2026 and were signed on its behalf by:

Joseph Hall - Trustee

COMMUNITY TRANSPORT

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	21	<u>(616,692)</u>	<u>(378,341)</u>
Net cash used in operating activities		<u>(616,692)</u>	<u>(378,341)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(999)	(48,908)
Sale of tangible fixed assets		66,918	925,650
Interest received		<u>271</u>	<u>40</u>
Net cash provided by investing activities		<u>66,190</u>	<u>876,782</u>
Cash flows from financing activities			
Capital repayments in year		<u>(11,783)</u>	<u>(23,945)</u>
Net cash used in financing activities		<u>(11,783)</u>	<u>(23,945)</u>
		<u> </u>	<u> </u>
Change in cash and cash equivalents in the reporting period		(562,285)	474,496
Cash and cash equivalents at the beginning of the reporting period		<u>978,984</u>	<u>504,488</u>
Cash and cash equivalents at the end of the reporting period		<u><u>416,699</u></u>	<u><u>978,984</u></u>

The notes form part of these financial statements

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1. GENERAL INFORMATION

The charitable company is a company limited by guarantee. The registered office is The Grand, Heaton Terrace, Byker, Newcastle Upon Tyne, NE6 1JR. The members of the charitable company are the Trustees. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

The financial viability of the charity remained challenging throughout the year under review, forcing the closure of operations in the West Midlands and consolidation of the charity's administrative function in the North East. The full impact of these cost-cutting measures had not been realised in the 2024/25 financial year and due to high ongoing lease commitments; a further deficit is expected in the 2025/26 financial year, albeit modest compared to previous results and absorbable in free reserves.

During the 2025/26 financial year the charity has been successful in renegotiating or replacing several of these commitments and has focused on the operational sectors generating the greatest contribution, the result being a projected return to surplus in the 2026/27 financial year.

On this basis the trustees have adopted the going concern basis when preparing the financial statements.

Income

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 income can be measured reliably.

Grants are included in the Statement of Financial Activities in accordance with the performance model. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement to receipt, its recognition is deferred and included in creditors. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

2. ACCOUNTING POLICIES - continued

Income

Where the donated good is a fixed asset, it is measured a fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the charity's accounting policy.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associate support costs.

All expenditure is inclusive of irrecoverable VAT.

Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

2. ACCOUNTING POLICIES - continued

Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method (unless otherwise stated).

Depreciation is provided on the following bases:

Freehold property	- 2% straight line basis
Short-term leasehold property	- Over the period of the lease
Motor vehicles	- 20% straight line basis
Fixture and fittings	- 10% - 25% straight line basis

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(losses) on investments' in the Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and in hand includes cash and short-term, highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

2. ACCOUNTING POLICIES - continued

Liabilities and provisions

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Finance lease and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the charity. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of Financial Activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

COMMUNITY TRANSPORT

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

3. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations and Gift Aid	35,355	43,481
Grants	<u>17,146</u>	<u>149,223</u>
	<u>52,501</u>	<u>192,704</u>

Grants received, included in the above, are as follows:

	2025	2024
	£	£
West Midlands Combined Authority	<u>17,146</u>	<u>149,223</u>

4. INVESTMENT INCOME

	2025	2024
	£	£
Interest receivable	<u>271</u>	<u>40</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2025	2024
		£	£
Grants	Passenger services	41,629	27,500
Contracts	Passenger services	835,280	1,330,371
Sales	Passenger services	85,391	133,083
Sales	Furniture services	888,507	1,138,054
Sales	Other services	8,500	-
Other income	Other services	<u>52,407</u>	<u>73,698</u>
		<u>1,911,714</u>	<u>2,702,706</u>

Grants received, included in the above, are as follows:

	2025	2024
	£	£
Department for Transport	<u>41,629</u>	<u>27,500</u>

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £
Passenger services	1,639,501
Furniture services	1,113,651
Other services	<u>67,933</u>
	<u><u>2,821,085</u></u>

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025 £	2024 £
Depreciation - owned assets	32,136	58,521
Depreciation - assets on hire purchase contracts and finance leases	10,081	10,082
Surplus on disposal of fixed assets	(2,620)	(642,477)
Operating lease rentals	330,173	639,426
Auditors' remuneration	<u>7,000</u>	<u>14,265</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

	2025 £	2024 £
Trustees' salaries	22,331	-
Trustees' social security	<u>2,754</u>	<u>-</u>
	<u><u>25,085</u></u>	<u><u>-</u></u>

Trustees' remuneration comprises amounts payable to Joseph Hall for performance of the Interim Chief Executive and Finance Officer role, under dispensation from the Charity Commission.

Trustees' expenses

During the year ended 31 March 2025, trustee expenses of £216 (2024 - £661) were reimbursed or paid directly to 2 (2024 - 2) trustees.

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

9. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	1,208,790	1,712,725
Social security costs	91,115	123,823
Other pension costs	32,590	51,633
	<u>1,332,495</u>	<u>1,888,181</u>

The average monthly number of employees during the year was as follows:

	2025	2024
Passenger	58	65
Furniture	12	24
Training	-	1
Administration and support	8	17
	<u>78</u>	<u>107</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2025	2024
£60,001 - £70,000	1	-
£70,001 - £80,000	1	1
£90,001 - £100,000	-	1
	<u>2</u>	<u>2</u>

A significant contribution to the work of the charitable company is carried out by a pool of volunteer drivers, sales assistants, and administrators.

Key Management Personnel compensation

The charity's key management personnel comprise the Trustees and the Senior Management Team. The total employee benefits of the key management personnel were £262,539 (2024 - £304,048).

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	43,481	149,223	192,704
Charitable activities			
Passenger services	1,490,954	-	1,490,954
Furniture services	1,138,054	-	1,138,054
Other services	73,698	-	73,698
Investment income	40	-	40
Other income	642,477	-	642,477
Total	<u>3,388,704</u>	<u>149,223</u>	<u>3,537,927</u>
EXPENDITURE ON			
Charitable activities			
Passenger services	1,611,359	218,869	1,830,228
Furniture services	1,286,050	65,645	1,351,695
Other services	157,776	-	157,776
Total	<u>3,055,185</u>	<u>284,514</u>	<u>3,339,699</u>
NET INCOME/(EXPENDITURE)	333,519	(135,291)	198,228
RECONCILIATION OF FUNDS			
Total funds brought forward	975,709	145,878	1,121,587
TOTAL FUNDS CARRIED FORWARD	<u>1,309,228</u>	<u>10,587</u>	<u>1,319,815</u>

COMMUNITY TRANSPORT

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

11. TANGIBLE FIXED ASSETS

	Improvements to property £	Fixtures and fittings £	Motor vehicles £	Totals £
COST				
At 1 April 2024	34,064	141,459	539,786	715,309
Additions	-	999	-	999
Disposals	<u>(17,999)</u>	<u>(94,100)</u>	<u>(346,958)</u>	<u>(459,057)</u>
At 31 March 2025	<u>16,065</u>	<u>48,358</u>	<u>192,828</u>	<u>257,251</u>
DEPRECIATION				
At 1 April 2024	25,228	116,636	390,299	532,163
Charge for year	3,213	440	38,564	42,217
Eliminated on disposal	<u>(17,999)</u>	<u>(73,125)</u>	<u>(303,635)</u>	<u>(394,759)</u>
At 31 March 2025	<u>10,442</u>	<u>43,951</u>	<u>125,228</u>	<u>179,621</u>
NET BOOK VALUE				
At 31 March 2025	<u>5,623</u>	<u>4,407</u>	<u>67,600</u>	<u>77,630</u>
At 31 March 2024	<u>8,836</u>	<u>24,823</u>	<u>149,487</u>	<u>183,146</u>

Fixed assets, included in the above, which are held under hire purchase contracts are as follows:

	Motor vehicles £
COST	
At 1 April 2024 and 31 March 2025	<u>50,409</u>
DEPRECIATION	
At 1 April 2024	20,164
Charge for year	<u>10,081</u>
At 31 March 2025	<u>30,245</u>
NET BOOK VALUE	
At 31 March 2025	<u>20,164</u>
At 31 March 2024	<u>30,245</u>

COMMUNITY TRANSPORT

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1 April 2024 and 31 March 2025	<u>1</u>
NET BOOK VALUE	
At 31 March 2025	<u><u>1</u></u>
At 31 March 2024	<u><u>1</u></u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Community Minibuses Limited

Registered office: The Grand, Heaton Terrace, Byker, Newcastle upon Tyne, NE6 1JR

Nature of business: Passenger transport services

	%	2025	2024
Class of share:	holding	£	£
Ordinary	100		
Aggregate capital and reserves		999	16,388
(Loss)/profit for the year		<u>(15,389)</u>	<u>7,756</u>

13. STOCKS

	2025	2024
	£	£
Stocks	<u>4,000</u>	<u>26,732</u>

COMMUNITY TRANSPORT

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade debtors	98,659	163,006
Amounts owed by group undertakings	-	109,659
Other debtors	58,755	102,226
Prepayments and accrued income	<u>32,658</u>	<u>182,545</u>
	<u>190,072</u>	<u>557,436</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Hire purchase (see note 17)	16,313	14,750
Trade creditors	185,442	210,181
Other creditors	4,202	56,581
Accruals and deferred income	<u>16,609</u>	<u>131,626</u>
	<u>222,566</u>	<u>413,138</u>

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2025	2024
	£	£
Hire purchase (see note 17)	<u>-</u>	<u>13,346</u>

17. LEASING AGREEMENTS

Minimum lease payments fall due as follows:

	Hire purchase contracts	
	2025	2024
	£	£
Net obligations repayable:		
Within one year	16,313	14,750
Between one and five years	<u>-</u>	<u>13,346</u>
	<u>16,313</u>	<u>28,096</u>

COMMUNITY TRANSPORT

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

17. LEASING AGREEMENTS - continued

	Non-cancellable operating leases	
	2025	2024
	£	£
Within one year	279,814	496,016
Between one and five years	<u>149,523</u>	<u>516,426</u>
	<u><u>429,337</u></u>	<u><u>1,012,442</u></u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2025 Total funds	2024 Total funds
	£	£	£	£
Fixed assets	73,043	4,587	77,630	183,146
Investments	1	-	1	1
Current assets	610,771	-	610,771	1,563,152
Current liabilities	(222,566)	-	(222,566)	(413,138)
Long term liabilities	-	-	-	(13,346)
	<u>461,249</u>	<u>4,587</u>	<u>465,836</u>	<u>1,319,815</u>

19. MOVEMENT IN FUNDS

	At 1/4/24	Net movement in funds	Transfers between funds	At 31/3/25
	£	£	£	£
Unrestricted funds				
General fund	845,228	(847,979)	464,000	461,249
Designated capital fund	<u>464,000</u>	<u>-</u>	<u>(464,000)</u>	<u>-</u>
	1,309,228	(847,979)	-	461,249
Restricted funds				
Capital gants	10,587	(6,000)	-	4,587
	<u>1,319,815</u>	<u>(853,979)</u>	<u>-</u>	<u>465,836</u>

COMMUNITY TRANSPORT

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

19. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,949,960	(2,797,939)	(847,979)
Restricted funds			
Capital grants	-	(6,000)	(6,000)
Let's Chat grant	17,146	(17,146)	-
	<u>17,146</u>	<u>(23,146)</u>	<u>(6,000)</u>
TOTAL FUNDS	<u>1,967,106</u>	<u>(2,821,085)</u>	<u>(853,979)</u>

Comparatives for movement in funds

	At 1/4/23 £	Net movement in funds £	At 31/3/24 £
Unrestricted funds			
General fund	511,709	333,519	845,228
Designated capital fund	464,000	-	464,000
	975,709	333,519	1,309,228
Restricted funds			
Capital grants	145,878	(135,291)	10,587
	<u>145,878</u>	<u>(135,291)</u>	<u>10,587</u>
TOTAL FUNDS	<u>1,121,587</u>	<u>198,228</u>	<u>1,319,815</u>

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

19. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,388,704	(3,055,185)	333,519
Restricted funds			
Capital grants	-	(135,291)	(135,291)
Let's Chat grant	<u>149,223</u>	<u>(149,223)</u>	<u>-</u>
	<u>149,223</u>	<u>(284,514)</u>	<u>(135,291)</u>
TOTAL FUNDS	<u><u>3,537,927</u></u>	<u><u>(3,339,699)</u></u>	<u><u>198,228</u></u>

Capital grants relate to grants received to assist with the purchase of vehicles.

The Let's Chat grant supported a pilot project, delivered with partners in the West Midlands. The project encouraged people to socialise and engage with others, reducing loneliness and isolation.

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

21. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025 £	2024 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(853,979)	198,228
Adjustments for:		
Depreciation charges	42,217	68,603
Profit on disposal of fixed assets	(2,620)	(642,477)
Interest received	(271)	(40)
Decrease/(increase) in stocks	22,732	(14,528)
Decrease in debtors	367,364	119,293
Decrease in creditors	<u>(192,135)</u>	<u>(107,420)</u>
Net cash used in operations	<u><u>(616,692)</u></u>	<u><u>(378,341)</u></u>

COMMUNITY TRANSPORT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

22. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/24 £	Cash flow £	At 31/3/25 £
Net cash			
Cash at bank	<u>978,984</u>	<u>(562,285)</u>	<u>416,699</u>
	<u>978,984</u>	<u>(562,285)</u>	<u>416,699</u>
Debt			
Finance leases	<u>(28,096)</u>	<u>11,783</u>	<u>(16,313)</u>
	<u>(28,096)</u>	<u>11,783</u>	<u>(16,313)</u>
Total	<u><u>950,888</u></u>	<u><u>(550,502)</u></u>	<u><u>400,386</u></u>

COMMUNITY TRANSPORT

England & Wales - Charity number 247331

Accounts



COMMUNITY TRANSPORT

(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

Celebrating
60
years

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1 - 2
Trustees' Report	3 - 13
Independent Auditors' Report on the Financial Statements	14 - 17
Consolidated Statement of Financial Activities	18
Consolidated Balance Sheet	19 - 20
Charity Balance Sheet	21 - 22
Consolidated Statement of Cash Flows	23
Notes to the Financial Statements	24 - 44

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2024

Trustees

Ian Kerr (resigned 10 July 2024)
Adam Layland, Chair
Corinne Taylor, Vice Chair
Barry Yeomans (resigned 23 May 2023)
Joseph Hall
Tony Chan (re-appointed 27 August 2024, resigned 1 April 2024)

Company registered number

2118677

Charity registered number

247331

Registered office

The Grand
6 Heaton Terrace
Byker
Newcastle Upon Tyne
Tyne and Wear
NE6 1JR

Chief Executive Officer

Jo Beaumont (resigned 20 December 2024)
Joseph Hall (appointed Interim Chief Executive and Finance Officer 21 December 2024)

Independent auditors

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
West Yorkshire
BD19 3QB

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Bankers

Unity Trust Bank plc
Nine Brindleyplace
Birmingham
B1 2HB

Santander
Bridle Road
Bootle
Merseyside
L30 4GB

Legal advisors

Lupton Fawcett LLP
Yorkshire House
East Parade
Leeds
West Yorkshire
LS1 5BD

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report together with the consolidated audited financial statements of the group for the year 1 April 2023 to 31 March 2024. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the group and the Charity qualify as small under section 383 of the Companies Act 2006, the Group Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Community Transport is a Company Limited by Guarantee, registered in England and Wales, number 2118677, and a Registered Charity, number 247331. The Directors opted, at the time of incorporation to register the name "Community Transport" and not "Community Transport Limited".

Community Transport has a 100% shareholding in a trading company, Community Minibuses Limited (CML), number 4125371.

The Charity also uses several trading and brand names:
"CT Passenger" refers to the provision of passenger transport services.
"CT Office" refers to the provision of office furniture.
"CT Furniture" refers to the provision of domestic furniture.
"CT Training" refers to the provision of training.

Objectives and activities

The Trustees have referred to the Charity Commission guidance on public benefit and the objects of the Company are charitable in the fields of social welfare, as defined in paragraph 3, (a) of the Memorandum and Articles of Association. The public benefit requirement is met through three areas of activity - Passenger, Furniture and Training.

Strategic plan

At the start of January 2024 the Charity encountered an unforeseen challenge resulting in notification of the loss of substantial income in the West Midlands. The Trustees and Executive Leadership Team had been working on a Strategic Plan for the Charity, work on which was paused on notification of a significant loss of income, and efforts were redirected into sustainability and viability of the Charity in 2024. The direction of the Charity has been maintained in line with the agreed mission and charitable objectives overall.

Community Transport's Mission is to:

Create a better everyday life for local people.

Community Transport's Vision is:

To be the go-to organisation for accessible transport and affordable furniture locally, in the areas where we work.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

(continued)

Community Transport has been working in local communities since 1964, helping to transform lives and build better communities through the provision of accessible transport and the provision of affordable furniture.

Values

Our values and behaviours are intended to achieve the vision in striving for:

- **Excellence** in everything that Community Transport does, with continued improvements through listening, learning and innovation.
- **Honesty** - operating honestly with fairness and integrity.
- **Diversity** - respecting and ensuring equality of opportunity; in both its working environments and within the communities it operates in.
- **Helpfulness** - encouraging helpfulness in all areas, with the aim of benefitting others and communities.

Fundraising activities and income generation

The charity does not actively fundraise from the public but appreciates cash donations from the sale of furniture.

Due to not actively fundraising, the charity is not a participant of a voluntary scheme for regulating fundraising, or any voluntary standard of fundraising for the activities carried out on behalf of the charity. Should the charity at some point in the future, undertake a specific fundraising campaign or start to generate more income through fundraising, the trustees will consider signing up to the voluntary fundraising code.

Income generation is carried out through the sale of donated items of furniture under the brand name CT Furniture and through commercial transport and training contracts in order to fund its charitable activities.

Furniture Services

Under the brand of CT Furniture, the charity provides items of donated and bought in domestic furniture and donated office furniture through retail shops in the West Midlands, which ceased trading in August 2024, and in the North-East, in order to generate income which is then used to support charitable activities. Items are also sold online to achieve the best price as part of the income generation strategy.

The regional hubs provide more affordable furniture for families on low incomes, and also support distribution of stock to retail shops.

Examples of furniture services delivered to generate income include:

Community Transport CT Furniture attracts donations of office furniture from corporate partners, as well as domestic furniture from individual donors, which it sells both online and in store in order to generate funds.

Example of charitable furniture services include:

The charity provides individual furniture items free of charge to individuals in crisis when referred to the charity.

CT help individuals or families in need by providing them with furniture at little or no cost when referred to the charity.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

(continued)

Passenger Services

Provision of accessible transport services to people who experience disability or limited mobility, or who are unable to use conventional and/or public transport. This includes door to door transport for people in later life, transport to health services for those experiencing medical conditions, and provision of transport for community and voluntary groups, enabling them to support their service users.

The provision of specialist door to door, rather than kerb to kerb transport enables people to have choice, independence, and to be able to participate in society. Supporting local community groups enables more people to be supported, by providing the means for each group to better support its own service users at an affordable cost.

Examples of commercial passenger services delivery include:

Renal transport for dialysis patients across the West Midlands, which ceased from 1 April 2024.

Several school transport contracts delivered across the regional hubs.

Examples of charitable passenger services delivery include:

The Hop to the Shops service in the North-East of England provides transport for people who are unable to use public transport services, enabling them to socialise with others, and to access local shops.

Group travel, provided to Mencap in the Black Country, enabling Mencap service users to access other facilities and experiences. This ceased in August 2024 due to the closure of the West Midlands operations.

Training Services

Provision of minibus driving related training externally to community and voluntary groups, enhancing the skills of volunteers, and making use of accessible transport more affordable.

External training demand has remained consistent with the previous year.

Internal training continued to be delivered throughout 2023/2024 ensuring that Community Transport staff and volunteers were trained and equipped with the skills to continue service delivery.

Support

A small central support team provides finance, human resource and governance support for operational teams.













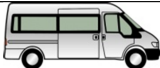



To find out more about how we make a difference visit: www.communitytransport.org

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
 FOR THE YEAR ENDED 31 MARCH 2024

(continued)

Operational sites and services

			
Blyth Shop			
Newcastle Warehouse			
Gateshead Shop			
Wolverhampton Warehouse (closed in August 2024)			
West Bromwich Shop (closed in August 2024)			
Birmingham Depot (closed in August 2024)			
Coventry/Nuneaton Depot (closed in August 2024)			

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

(continued)

Equality statement

Community Transport voluntarily provides information on pay in relation to gender, and constantly monitors against all other protected characteristics.

Review of activities

2023/2024 presented challenges as it sought to recover from the impact of closures and reduced services during the pandemic as well as the impact of the economic climate on both donations and sales in the CT Furniture division. The charity increased its prices in all three divisions as a result of rising costs, and continues to review these on a regular basis.

Resources

Employment terms and conditions are set and reviewed by the Board of Trustees and are implemented through the Chief Executive and Executive Leadership Team. The charity is an equal opportunities employer and aims to maintain a diverse and varied workforce with fair and transparent recruitment of the best people at the heart of its policies and practices.

People

Year to:	Employees
31 March 2021	107
31 March 2022	102
31 March 2023	107
31 March 2024	107

Following the year end, employee numbers reduced with the loss of contracts from 1 April 2024.

Gender Pay Reporting

The mean average pay for male employees £12.79 (2023 - £11.42, 2022 - £13.03)

The mean average pay for female employees £14.36 (2023 - £14.71, 2022 £8.74)

The mean average gender pay gap in hourly pay, as a percentage of the hourly pay of males.

$$(\text{£}12.79 - \text{£}14.36) / \text{£}12.79 = -0.12, \text{ then } (-0.12 \times 100) = -12.27\%$$
$$2023 - (\text{£}-3.29 / \text{£}11.42 = 0.28), \text{ then } (0.28 \times 100) = -28.81\%$$

For every £1.00 earned by a female employee, a male employee earns 87.73p (2023 - 71.19p).

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

(continued)

Executive Leadership Team Pay Table

FTE Salary Banding	Role Title	Gender	FTE
£80,000 to £89,999	Chief Executive	F	1.0
£70,000 to £79,999	Finance Director	M	1.0
£60,000 to £69,999	Operations Director North	M	1.0
	Operations Director South	F	1.0

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Financial review

Going concern

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2024 of £1,105,031. The group's services achieved a positive movement in unrestricted funds of £341,275.

The financial viability of the charity was challenging in 2024 but the sale of property supported the reserves, although the loss in year used these reserves. Challenges were compounded in the last quarter of 2023/24 with the unexpected loss of major contracts in the West Midlands. This has resulted in a focussed effort in 2024/25 to assess the viability of the organisation, and following this comprehensive assessment the Trustees have assurance on the continued operational existence for the foreseeable future, despite a significant loss in reserves overall.

This assessment involved the engagement of an external Chief Finance Officer to undertake a detailed assessment of the charities operating costs, liabilities, risk and opportunities. This assessment comprehensively provided Trustees with an appraisal of necessary actions to take to ensure sustainable financial viability. The assessment considered the operating costs, contracts held, premises liability, fleet liabilities, resource liabilities and the cashflow situation. This was completed in August 2024 and a cashflow forecast and monitoring arrangements were approved by Trustees. During this process advice was sought from company liquidators, who were not engaged, and they advised that the primary option was a viability assessment, which had already commenced.

On completion of the viability assessment, and the continued scrutiny of ongoing management accounts, the Trustees are content that, with focussed efforts and the actions being commenced, the group is viable for operations into the future, and is a going concern.

The Trustees continue to adopt the going concern basis of preparation for these financial statements.

Reserves policy

Total reserves held at 31 March 2024 increased by £205,984 to £1,336,202 with restricted funds reducing from £145,878 in 2022/23 to £10,587 in 2023/24.

The Board of Community Transport aims to develop a prudent use of reserves, some of which are designated for specific purposes. The table below summarises the status of unrestricted reserves:

	2024	2023	2022
	£'000	£'000	£'000
Total unrestricted reserves	1,326	984	1,500
Less: designated funds	(464)	(464)	(567)
Less: unrestricted fixed assets	(173)	(340)	(337)
Free reserves	689	180	596

The charitable company seeks to keep a surplus in interest-earning accounts for working capital purposes and then transfers cash as required to the current accounts to meet its obligations.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Free reserves

Free reserves provide liquidity that reduces to a minimum the need for short or long term borrowing and the levels of interest or debt associated, thus serving as a protection in the face of unexpected trading variations or cost increases. A target of £500,000 in free reserves has been set to allow for 2 to 3 months operating expenditure, this has been challenge to achieve in the current climate. Now the organisation is smaller than at the start of 2023/24, the reserves policy will be revised for the new operating environment.

The charitable company's intention is to generate annual surpluses in the medium term to maintain this target.

Designated funds

Community Transport maintains a capital fund available to underpin capital investment, either in the form of capital purchases, bank loans or operating leases, in particular this fund is designated to reduce maintenance expenditure on older vehicles and to move, as opportunities arise, to more appropriate operating sites. The level of this fund is set at £464K at 31 March 2024.

It is expected that this will be expended as follows:

Passenger vehicles £464k

Goods vehicles: £nil

Dilapidations and Acquisition of alternative and new sites: £nil

Principal risks and uncertainties

The Board of Trustees places importance on managing risk, and receives and approves all strategic governance policies, governance schedules and the risk register bi-annually. Trustees are able to attend monthly risk meetings with the Executive Leadership Team.

The following include major risk areas to which the Charity is exposed:

- Finance – to ensure the income to the charity sustains the operational delivery and surplus to enable charitable objectives to be delivered
- Governance – Governance risks are reviewed regularly and a member of the Board of Trustees acts as Governance Lead in providing advice and guidance.
- Corporate Contracts – contract income is regularly reviewed to ensure a view of existing and potential income is maintained; contract income can cease before the end of scheduled contract re-tendering and remains a risk, particularly prior to the beginning of the academic year.
- Health and Safety – the policy and procedures are reviewed annually or as required in response to legislative changes, by a NEBOSH qualified Health and Safety Manager.
- Fleet Management – two qualified Transport Managers were in place in 2023/24 so both operational transport sites operate under the appropriate legislation and are fully compliant. Maintenance providers are reviewed and monitored for compliance and value for money on a regular basis.
- Human Resource Practice – as employment legislation can change frequently, CT has mechanisms within its HR Team to ensure that policies and procedures meet legislative requirements. External advice is available through an established relationship with HR legal advisers where required. All HR policies are reviewed regularly in line with Community Transport's document retention framework.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

Constitution

The charity reviewed its Articles of Association in 2020. Overall responsibility for the company's activities is vested in the Board of Trustees, whose members also serve as the Charity's Trustees. The Board is limited to a minimum of three and maximum of 11 members, who may serve for up to three consecutive terms of three years each, followed by a break of at least one year before seeking re-election.

Methods of appointment or election of Trustees

The Board is responsible for identifying and recruiting new Trustees as part of succession planning, to support the interests of beneficiaries by virtue of skills, approach, experience and commitment to the objectives of the charity, in line with the Recruitment of Trustees and Directors Policy, approved in 2021. An annual board skills audit informs the recruitment and succession planning process. The Board of Trustees is committed to constantly monitoring the number of Trustees, and reviews this formally at its last meeting of the calendar year. Induction training for new Trustees is provided by the Chair, Chief Executive and other staff members. Trustees are encouraged to champion different aspects of the charity's strategic interests and to participate in sector specific training, development and events, including governance training.

Organisational structure and decision-making policies

Oversight of the management of finance, capital assets and non-charitable trading vested in CML remains with the full Board of Trustees.

Overall responsibility for leadership of the Company is vested in a Chief Executive, who is responsible for business development and implementation of the strategy. The Chief Executive leads an Executive Leadership Team, which also includes two Operational Directors.

Plans for future periods

Community Transport has undergone significant transformation in 2024/25. Our future has been determined through a viability assessment conducted independently and the focus for the foreseeable future is in the North East only. The appointment of a newly created, combined role of Chief Executive and Finance Officer, has been recruited to with the successful candidate due to commence in March 2025. Following this the organisation will continue to secure its viability and position, before commencing a new strategy for sustainable growth with appropriate resources to ensure the charity's success into the future.

The current chair of trustees announced in 2024 that they will be departing the organisation after 7 years' service, and a successor has been identified with plans to finalise a smooth transition following the induction of the new Chief Executive and Finance Officer.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Plans for future periods (continued)

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Charity and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Disclosure of information to auditors (continued)

Auditors

The auditors, BHP LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Signer ID: 02T1ERLHV.....

Adam Layland

(Chair of Trustees)

Date: 27/03/2025 GMT

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT

We have audited the financial statements of Community Transport (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2024, which comprise the consolidated statement of financial activities, the consolidated balance sheet, the company balance sheet, the consolidated statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2024, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group and parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT
(CONTINUED)

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT
(CONTINUED)

Auditor responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the group and the sector in which it operates and considered the risk of acts by the group that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We focused on laws and regulations, relevant to the group, which could give rise to a material misstatement in the financial statements. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management, review of minutes and legal expenses. There are inherent limitations in the audit procedures described and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it.

As part of our audit, we addressed the risk of management override of internal controls, including testing of journals and review of nominal ledger. We evaluated whether there was evidence of bias by the Trustees that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the FRC's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT
(CONTINUED)

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Neil Baldwin (Senior statutory auditor)

for and on behalf of

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
West Yorkshire
BD19 3QB

Date:

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	36,157	149,223	185,380	154,383
Charitable activities	4	3,082,809	-	3,082,809	3,012,033
Investments	5	40	-	40	-
Other income	6	642,477	-	642,477	23,607
Total income		3,761,483	149,223	3,910,706	3,190,023
Expenditure on:					
Charitable activities	7	3,420,208	284,514	3,704,722	3,714,047
Total expenditure		3,420,208	284,514	3,704,722	3,714,047
Net movement in funds		341,275	(135,291)	205,984	(524,024)
Reconciliation of funds:					
Total funds brought forward		984,340	145,878	1,130,218	1,654,242
Net movement in funds		341,275	(135,291)	205,984	(524,024)
Total funds carried forward		1,325,615	10,587	1,336,202	1,130,218

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 24 to 44 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	183,146	486,014
Current assets			
Stocks	13	26,732	12,204
Debtors	14	447,777	559,241
Cash at bank and in hand		1,105,031	630,608
		<u>1,579,540</u>	<u>1,202,053</u>
Creditors: amounts falling due within one year	15	(413,138)	(522,020)
Net current assets		1,166,402	680,033
Creditors: amounts falling due after more than one year	16	(13,346)	(35,829)
Total net assets		<u>1,336,202</u>	<u>1,130,218</u>
Charity funds			
Restricted funds	17,18	10,587	145,878
Unrestricted funds	17,18	1,325,615	984,340
Total funds		<u>1,336,202</u>	<u>1,130,218</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CONSOLIDATED BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2024

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 151 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Signer ID: 02TTERLIV:.....
Adam Layland
(Chair of Trustees)

Date: 27/03/2025 GMT

The notes on pages 24 to 44 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CHARITY BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	183,146	486,014
Investments	12	1	1
		<u>183,147</u>	<u>486,015</u>
Current assets			
Stocks	13	26,732	12,204
Debtors	14	557,436	676,729
Cash at bank and in hand		978,984	504,488
		<u>1,563,152</u>	<u>1,193,421</u>
Creditors: amounts falling due within one year	15	(413,138)	(522,020)
Net current assets		<u>1,150,014</u>	<u>671,401</u>
Creditors: amounts falling due after more than one year	16	(13,346)	(35,829)
Total net assets		<u><u>1,319,815</u></u>	<u><u>1,121,587</u></u>
Charity funds			
Restricted funds	17	10,587	145,878
Unrestricted funds	17	1,309,228	975,709
Total funds		<u><u>1,319,815</u></u>	<u><u>1,121,587</u></u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CHARITY BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2024

The Charity's net movement in funds for the year was £198,228 (2023 - £(521,825)).

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 151 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Signer ID: 02T1ERLHV:.....

Adam Layland
(Chair of Trustees)

Date: 27/03/2025 GMT

The notes on pages 24 to 44 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	2024	2023
	£	£
Cash flows from operating activities		
Net cash used in operating activities	(378,374)	(375,568)
	<hr/>	<hr/>
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	925,650	34,500
Purchase of tangible fixed assets	(48,908)	(30,146)
	<hr/>	<hr/>
Net cash provided by investing activities	876,742	4,354
	<hr/>	<hr/>
Cash flows from financing activities		
Repayments of finance leases	(23,945)	-
	<hr/>	<hr/>
Net cash (used in)/provided by financing activities	(23,945)	-
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	474,423	(371,214)
Cash and cash equivalents at the beginning of the year	630,608	1,001,822
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	1,105,031	630,608
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 24 to 44 form part of these financial statements

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. General information

The charitable company is a company limited by guarantee. The registered office is Croft Myl, West Parade, Halifax, West Yorkshire, HX1 2EQ. The members of the charitable company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Accounting policies (continued)

2.2 Going concern

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2024 of £1,105,031. The group's services achieved a positive movement in unrestricted funds of £341,275.

The financial viability of the charity was challenging in 2024 but the sale of property supported the reserves, although the loss in year used these reserves. Challenges were compounded in the last quarter of 2023/24 with the unexpected loss of major contracts in the West Midlands. This has resulted in a focussed effort in 2024/25 to assess the viability of the organisation, and following this comprehensive assessment the Trustees have assurance on the continued operational existence for the foreseeable future, despite a significant loss in reserves overall.

This assessment involved the engagement of an external Chief Finance Officer to undertake a detailed assessment of the charities operating costs, liabilities, risk and opportunities. This assessment comprehensively provided Trustees with an appraisal of necessary actions to take to ensure sustainable financial viability. The assessment considered the operating costs, contracts held, premises liability, fleet liabilities, resource liabilities and the cashflow situation. This was completed in August 2024 and a cashflow forecast and monitoring arrangements were approved by Trustees. During this process advice was sought from company liquidators, who were not engaged, and they advised that the primary option was a viability assessment, which had already commenced.

On completion of the viability assessment, and the continued scrutiny of ongoing management accounts, the Trustees are content that, with focussed efforts and the actions being commenced, the group is viable for operations into the future, and is a going concern.

The Trustees continue to adopt the going concern basis of preparation for these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Accounting policies (continued)

2.3 Income

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 income receivable can be measured reliably.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Accounting policies (continued)

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Consolidated Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Consolidated Statement of Financial Activities as the related expenditure is incurred.

Grants received in relation to the government Coronavirus Job Retention Scheme (Furlough) have been recognised within other operating income. The grant is accounted for on the accruals basis once the related payroll return has been submitted.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method (unless otherwise stated).

Depreciation is provided on the following bases:

Freehold property	- 2% straight line basis
Short-term leasehold property	- Over the period of the lease
Motor vehicles	- 20% straight line basis
Fixtures and fittings	- 10% - 25% straight line basis

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Accounting policies (continued)

2.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.13 Financial instruments

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.14 Finance leases and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the Group. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Consolidated Statement of Financial Activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. Accounting policies (continued)

2.15 Pensions

The charitable company operates a funded pension scheme (see note 22). Employer contributions are charged to the Statement of Financial Activities as incurred.

2.16 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Donations	36,157	-	36,157
Grants	-	149,223	149,223
	<u>36,157</u>	<u>149,223</u>	<u>185,380</u>
	<u>36,157</u>	<u>149,223</u>	<u>185,380</u>
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Donations	30,993	-	30,993
Grants	-	123,390	123,390
	<u>30,993</u>	<u>123,390</u>	<u>154,383</u>
	<u>30,993</u>	<u>123,390</u>	<u>154,383</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

4. Income from charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £
Service income	3,082,809	3,082,809

	Unrestricted funds 2023 £	Total funds 2023 £
Service income	3,012,033	3,012,033

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Bank interest receivable	40	40	-

6. Other incoming resources

	Unrestricted funds 2024 £	Total funds 2024 £
Profit on sale of tangible fixed assets	642,477	642,477

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2024

6. Other incoming resources (continued)

	Unrestricted funds 2023 £	Total funds 2023 £
Profit on sale of tangible fixed assets	23,607	23,607

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Passenger services	1,543,073	284,514	1,827,587
Furniture services	1,351,695	-	1,351,695
Other services	525,440	-	525,440
	<u>3,420,208</u>	<u>284,514</u>	<u>3,704,722</u>

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Passenger services	1,574,249	132,024	1,706,273
Furniture services	1,519,052	-	1,519,052
Other services	488,722	-	488,722
	<u>3,582,023</u>	<u>132,024</u>	<u>3,714,047</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

8. Auditors' remuneration

	2024	2023
	£	£
Fees payable to the Group's auditor for the audit of the Group's annual accounts	12,425	11,850
Fees payable to the Group's auditor in respect of:		
All taxation advisory services not included above	130	975
All non-audit services not included above	1,710	1,625
	1,710	1,625

9. Staff costs

	Group	Group	Charity	Charity
	2024	2023	2024	2023
	£	£	£	£
Wages and salaries	1,712,725	1,722,174	1,712,725	1,722,174
Social security costs	123,823	129,929	123,823	129,929
Contribution to defined contribution pension schemes	51,633	57,648	51,633	57,648
	1,888,181	1,909,751	1,888,181	1,909,751

The average number of persons employed by the Charity during the year was as follows:

	Group	Group	Charity	Charity
	2024	2023	2024	2023
	No.	No.	No.	No.
Passenger	65	65	65	65
Furniture	24	24	24	24
Training	1	1	1	1
Administration and support	17	17	17	17
	107	107	107	107

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

9. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2024 No.	Group 2023 No.
In the band £60,001 - £70,000	-	3
In the band £70,001 - £80,000	1	-
In the band £90,001 - £100,000	1	1

A significant contribution to the work of the charitable company is carried out by a pool of volunteer drivers, sales assistants, and administrators. Much of the work of the charitable company would be impossible without the generous gift of time, effort and commitment which voluntary workers provide.

In March 2024, the charitable company had around 30 volunteers, excluding those who give their time on boards and committees.

Key Management Personnel Remuneration

The key management personnel of the parent charity during the year to 31 March 2024 comprised the Chief Executive Officer, Operations Director North, Operations Director South, Finance Director and Interim Operations Director.

Total compensation of key management personnel in the year amounted to £304,048 (2023 - £325,506).

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, trustee expenses of £661 were reimbursed or paid directly to 2 Trustees (2023 - £NIL).

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

11. Tangible fixed assets

Group and Charity

	Freehold property £	Short-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Total £
<i>Cost or valuation</i>					
At 1 April 2023	553,794	34,064	667,285	132,927	1,388,070
Additions	-	-	23,950	24,958	48,908
Disposals	(553,794)	-	(151,449)	(16,426)	(721,669)
At 31 March 2024	-	34,064	539,786	141,459	715,309
<i>Depreciation</i>					
At 1 April 2023	276,488	22,015	473,715	129,838	902,056
Charge for the year	5,336	3,213	56,830	3,224	68,603
On disposals	(281,824)	-	(140,246)	(16,426)	(438,496)
At 31 March 2024	-	25,228	390,299	116,636	532,163
<i>Net book value</i>					
At 31 March 2024	-	8,836	149,487	24,823	183,146
At 31 March 2023	277,306	12,049	193,570	3,089	486,014

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2024

12. Fixed asset investments

	Investments in subsidiary companies £
Charity	
Cost or valuation	
At 1 April 2023	1
At 31 March 2024	<u>1</u>
Net book value	
At 31 March 2024	1
At 31 March 2023	<u>1</u>

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered office or principal place of business	Class of shares	Holding
Community Minibuses Limited	4125371	Croft Myl, West Parade, Halifax, West Yorkshire, HX1 2EQ	Ordinary	100%

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit/(Loss) for the period £	Net assets £
Community Minibuses Limited	306,884	(309,083)	(2,199)	8,632

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

13. Stocks

	Group 2024	Group 2023	Charity 2024	Charity 2023
	£	£	£	£
Stocks	26,732	12,204	26,732	12,204

14. Debtors

	Group 2024	Group 2023	Charity 2024	Charity 2023
	£	£	£	£
<i>Due within one year</i>				
Trade debtors	163,006	291,734	163,006	291,734
Amounts owed by group undertakings	-	-	109,659	117,488
Other debtors	102,226	75,445	102,226	75,445
Prepayments and accrued income	182,545	192,062	182,545	192,062
	447,777	559,241	557,436	676,729

15. Creditors: Amounts falling due within one year

	Group 2024	Group 2023	Charity 2024	Charity 2023
	£	£	£	£
Trade creditors	210,181	236,606	210,181	236,606
Obligations under finance lease and hire purchase contracts	14,750	16,212	14,750	16,212
Other creditors	56,581	41,572	56,581	41,572
Accruals and deferred income	131,626	227,630	131,626	227,630
	413,138	522,020	413,138	522,020

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

16. Creditors: Amounts falling due after more than one year

	Group 2024 £	Group 2023 £	Charity 2024 £	Charity 2023 £
Net obligations under finance lease and hire purchase contracts	13,346	35,829	13,346	35,829

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2024

17. Statement of funds

Group statement of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Unrestricted funds				
Designated funds				
Designated capital fund	464,000	-	-	464,000
General funds				
Revenue funds	511,709	3,388,704	(3,055,185)	845,228
Retained in subsidiary	8,631	380,103	(372,347)	16,387
	520,340	3,768,807	(3,427,532)	861,615
Total Unrestricted funds	984,340	3,768,807	(3,427,532)	1,325,615
Restricted funds				
Capital grants	145,878	-	(135,291)	10,587
Lets Chat Grant	-	149,223	(149,223)	-
	145,878	149,223	(284,514)	10,587
Total of funds	1,130,218	3,918,030	(3,712,046)	1,336,202

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

17. Statement of funds (continued)

Group statement of funds - prior year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Designated capital fund	567,000	-	(43,000)	(60,000)	464,000
General funds					
Revenue funds	921,900	2,759,749	(3,229,940)	60,000	511,709
Retained in subsidiary	10,830	306,884	(309,083)	-	8,631
	932,730	3,066,633	(3,539,023)	60,000	520,340
Total Unrestricted funds	1,499,730	3,066,633	(3,582,023)	-	984,340
Restricted funds					
Capital grants	154,512	-	(8,634)	-	145,878
Sandwell MBC - Adult and Community Services	-	11,761	(11,761)	-	-
Kickstart	-	14,587	(14,587)	-	-
Education & Skills Council Traineeship	-	5,000	(5,000)	-	-
Lets Chat Grant	-	92,042	(92,042)	-	-
	154,512	123,390	(132,024)	-	145,878
Total of funds	1,654,242	3,190,023	(3,714,047)	-	1,130,218

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

17. Statement of funds (continued)

Capital grants relate to grants received to assist with the purchase of vehicles.

Sandwell MBC relates to grants received to assist with providing services in the Midlands.

Coronavirus job retention scheme grant relates to the government grant in response to furloughing employees in line with restrictions during the pandemic.

Kickstart relates to grants received to provide employability services for a number of young people. Funding was secured to assist in the delivery of skills training and in reimbursing wages of trainees.

Education and Skills Council Training Scheme relates to grants received to support the facilitation of placement opportunities as part of a wider scheme.

The Let's Chat Grant supports a pilot project, deliver with partners in the West Midlands. The project encourages people to socialise and engage with others, reducing loneliness and isolation.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

18. Analysis of net assets between funds

Group analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	172,559	10,587	183,146
Current assets	1,579,540	-	1,579,540
Creditors due within one year	(413,138)	-	(413,138)
Creditors due in more than one year	(13,346)	-	(13,346)
Total	1,325,615	10,587	1,336,202

Group analysis of net assets between funds - prior period

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	340,136	145,878	486,014
Current assets	1,202,053	-	1,202,053
Creditors due within one year	(522,020)	-	(522,020)
Creditors due in more than one year	(35,829)	-	(35,829)
Total	984,340	145,878	1,130,218

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2024

19. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2024 £	Group 2023 £
Net income/expenditure for the period (as per Statement of Financial Activities)	205,984	(524,024)
Adjustments for:		
Depreciation charges	68,603	76,677
Profit on the sale of fixed assets	(642,477)	(23,607)
Decrease/(increase) in stocks	(14,528)	3,874
Decrease in debtors	91,196	63,463
Increase/(decrease) in creditors	(87,152)	28,049
Net cash used in operating activities	(378,374)	(375,568)

20. Analysis of cash and cash equivalents

	Group 2024 £	Group 2023 £
Cash in hand	1,105,031	630,608
Total cash and cash equivalents	1,105,031	630,608

21. Analysis of changes in net debt

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash at bank and in hand	630,608	474,423	1,105,031
Finance leases	(52,041)	23,945	(28,096)
	578,567	498,368	1,076,935

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

22. Capital commitments

	Group 2024	Group 2023	Charity 2024	Charity 2023
	£	£	£	£
<i>Contracted for but not provided in these financial statements</i>				
Acquisition of tangible fixed assets	-	464,486	-	464,486

23. Pension commitments

Community Transport participates in The Pensions Trust's Growth Plan ('the Plan'). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan.

Community Transport paid contributions at the rate of 6% during the year. Participating members are not required to contribute but can contribute AVC's. Total contributions for the year amounted to £51,634 (2023 - £57,648).

It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multiemployer scheme, where the total assets are aggregated for investment purposes, and benefits are paid out of the Plan's total assets.

At 31 March 2024, the Charitable Company had outstanding pension contributions of £14,704 (2023 - £15,826).

The Director commissions an actuarial valuation of the Plan every three years. The purpose of the actuarial valuation is to determine the funding position of the Plan by comparing assets with the past service liabilities as at the valuation date. Asset values are calculated by reference to market levels. Accrued past service liabilities are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

The rules of the Plan give the Director the power to require employers to pay additional contributions in order to ensure that the statutory funding objective under the Pensions Act 2004 is met.

The valuation results at 30 September 2021 were completed in 2022 and have been formalised. The valuation of the Plan was performed by a professionally qualified Actuary using the Projected Unit Method. The valuation revealed a small surplus of assets compared with a value of liabilities of £3.8m, equivalent to a funding level of 100%. Based upon the preliminary valuation, no additional contributions will be payable by Community Transport.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

23. Pension commitments (continued)

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to the employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

Community Transport has been notified by The Pensions Trust of the estimated employer debt of £35,107 (2023 - £47,251) on withdrawal from the Plan based on the financial position of the Plan as at 31 March 2024. This amount is treated as a contingent liability.

24. Operating lease commitments

At 31 March 2024 the Group and the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2024	Group 2023	Charity 2024	Charity 2023
	£	£	£	£
Not later than 1 year	469,016	412,459	469,016	412,459
Later than 1 year and not later than 5 years	516,426	789,049	516,426	789,049
	985,442	1,201,508	985,442	1,201,508

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	Group 2024	Group 2023	Charity 2024	Charity 2023
	£	£	£	£
Operating lease rentals	639,426	595,211	639,426	595,211

25. Related party transactions

The charitable company had no related party transactions to report in either year.

26. Post balance sheet events

Due to the unexpected loss of major contracts, the group ceased operations at the West Midland sites in August 2024.

COMMUNITY TRANSPORT

England & Wales - Charity number 247331

Accounts



COMMUNITY TRANSPORT

(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

Celebrating
59
years

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1 - 2
Trustees' Report	3 - 13
Independent Auditors' Report on the Financial Statements	14 - 17
Consolidated Statement of Financial Activities	18
Consolidated Balance Sheet	19 - 20
Charity Balance Sheet	21 - 22
Consolidated Statement of Cash Flows	23
Notes to the Financial Statements	24 - 43

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023

Trustees

Ian Kerr
Adam Layland, Chair
Corinne Taylor
Barry Yeomans (resigned 23 May 2023)
Joseph Hall (appointed 24 May 2022)
Tony Chan (appointed 30 November 2022)

Company registered number

2118677

Charity registered number

247331

Registered office

Croft Myl
West Parade
Halifax
West Yorkshire
HX1 2EQ

Chief Executive Officer

Jo Beaumont

Independent auditors

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
West Yorkshire
BD19 3QB

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Bankers

Unity Trust Bank plc
Nine Brindleyplace
Birmingham
B1 2HB

Santander
Bridle Road
Bootle
Merseyside
L30 4GB

Legal advisors

Lupton Fawcett
Yorkshire House
East Parade
Leeds
West Yorkshire
LS1 5BD

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report together with the consolidated audited financial statements of the group for the year 1 April 2022 to 31 March 2023. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the group and the Charity qualify as small under section 383 of the Companies Act 2006, the Group Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Community Transport is a Company Limited by Guarantee, registered in England and Wales, number 2118677, and a Registered Charity, number 247331. The Directors opted, at the time of incorporation to register the name "Community Transport" and not "Community Transport Limited".

Community Transport has a 100% shareholding in a trading company, Community Minibuses Limited (CML), number 4125371.

The Charity also uses several trading and brand names:

"CT Passenger" refers to the provision of passenger transport services.

"CT Office" refers to the provision of office furniture.

"CT Furniture" refers to the provision of domestic furniture.

"CT Training" refers to the provision of training.

● **Objectives and activities**

The Trustees have referred to the Charity Commission guidance on public benefit and the objects of the Company are charitable in the fields of social welfare, as defined in paragraph 3, (a) of the Memorandum and Articles of Association. The public benefit requirement is met through three areas of activity - Passenger, Furniture and Training.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023







(continued)

● **Strategic plan**

Trustees and the Executive Leadership Team continued to develop the long term strategy of the charity, with a focus on sustaining the organisation throughout the challenges of the Covid-19 pandemic and beyond.

CELEBRATING

59
YEARS

OUR MISSION:		Create a better everyday life for local people.		
OUR VISION:		To be the go-to organisation for accessible transport and affordable furniture locally, in the areas where we work		
OUR VALUES:		EXCELLENCE		DIVERSITY
		HELPFULNESS		HONESTY

Community Transport has been working in local communities since 1964, helping to transform lives and build better communities through the provision of accessible transport and the provision of affordable furniture.

● **Values**

Our values and behaviours are intended to achieve the vision in striving for:

- **Excellence** in everything that Community Transport does, with continued improvements through listening, learning and innovation.
- **Honesty** - operating honestly with fairness and integrity.
- **Diversity** - respecting and ensuring equality of opportunity; in both its working environments and within the communities it operates in.
- **Helpfulness** - encouraging helpfulness in all areas, with the aim of benefitting others and communities.

● **Fundraising activities and income generation**

The charity does not actively fundraise but appreciates cash donations from the sale of furniture. The charity utilised the expertise of Capidale Professional Fundraising from autumn 2022 and continues to use it in its large grant applications.

Due to not actively fundraising from members of the public, the charity is not a participant of a voluntary scheme for regulating fundraising, or any voluntary standard of fundraising for the activities carried out on behalf of the charity. Should the charity at some point in the future, undertake a specific fundraising campaign or start to generate more income through fundraising, the trustees will consider signing up to the voluntary fundraising code.

Income generation is carried out through the sale of items of furniture under the brand name CT Furniture and through commercial transport and training contracts in order to fund its charitable activities.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

(continued)

Furniture Services

Under the brand of CT Furniture, the charity provides items of donated and bought in domestic furniture and donated office furniture through retail shops in the West Midlands and North-East, in order to generate income which is then used to support charitable activities. Items are also sold online to achieve the best price as part of the income generation strategy.

Regional hubs in Wolverhampton and Newcastle, provide more affordable furniture for families on low incomes, and also support distribution of stock to retail shops.

Examples of furniture services delivered to generate income include:

Community Transport CT Furniture attracts donations of office furniture from corporate partners, as well as domestic furniture from individual donors, which it sells both online and in store in order to generate funds.

Example of charitable furniture services include:

The charity provides individual furniture items free of charge to individuals in crisis when referred to the charity.

CT help individuals or families in need by providing them with furniture at little or no cost when referred to the charity.

Passenger Services

Provision of accessible transport services to people who experience disability or limited mobility, or who are unable to use conventional and/or public transport. This includes door to door transport for people in later life, transport to health services for those experiencing medical conditions, and provision of transport for community and voluntary groups, enabling them to support their service users.

The provision of specialist door to door, rather than kerb to kerb transport enables people to have choice, independence, and to be able to participate in society. Supporting local community groups enables more people to be supported, by providing the means for each group to better support its own service users at an affordable cost.

Examples of commercial passenger services delivery include:

Renal transport for dialysis patients across the West Midlands

A number of school transport contracts delivered across the West Midlands and North-East regions.

Examples of charitable passenger services delivery include:

The Hop to the Shops service in the North-East of England provides transport for people who are unable to use public transport services, enabling them to socialise with others, and to access local shops.

Group travel, provided to Mencap in the Black Country, enabling Mencap service users to access other facilities and experiences.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

(continued)

Training Services

Provision of minibus driving related training externally to community and voluntary groups, enhancing the skills of volunteers, and making use of accessible transport more affordable.

External training demand has remained consistent with the previous year.

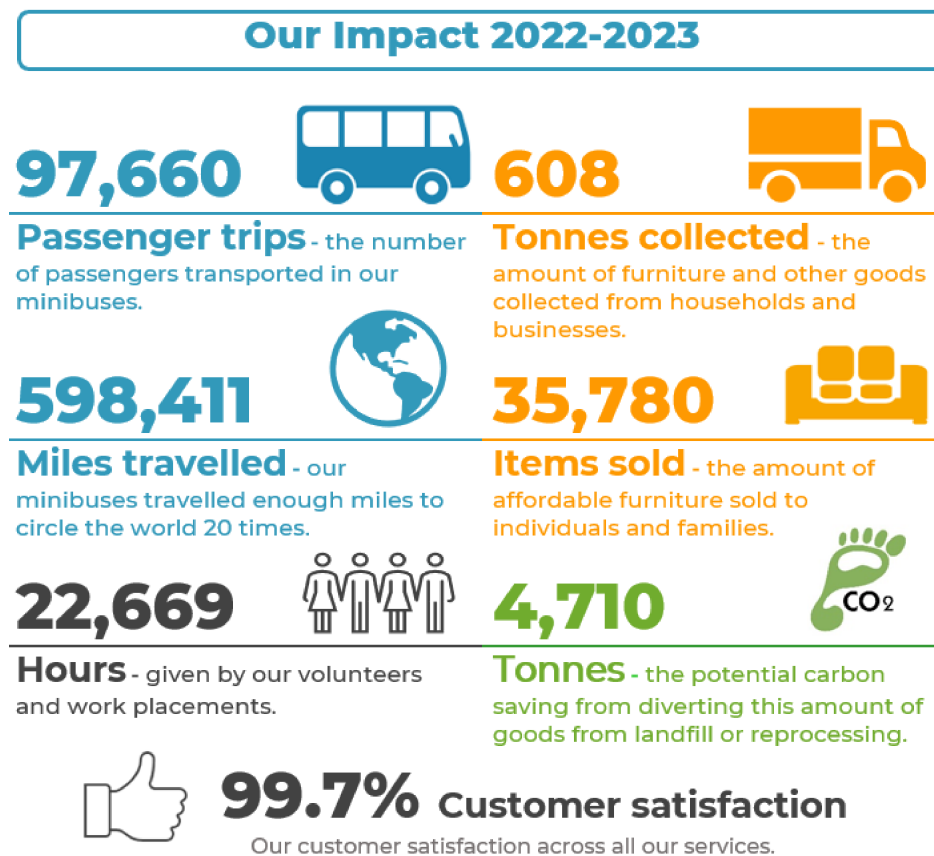
Internal training continued to be delivered throughout 2022/2023 ensuring that Community Transport staff and volunteers were trained and equipped with the skills to continue service delivery.

Support

A small central support team provides finance, human resource and governance support for operational teams.

● **Main achievements of the Charity**

Community Transport achieved social impact in the following ways:



**Helping create a better everyday life
for local people since 1964.**
















To find out more about how we make a difference visit: www.communitytransport.org

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
 FOR THE YEAR ENDED 31 MARCH 2023

(continued)

Operational Sites and Services

			
Blyth Shop			
Newcastle Warehouse			
Gateshead Shop			
Wolverhampton Depot			
West Bromwich Shop			
Birmingham Depot			
Coventry/Nuneaton Depot			

● **Review of activities**

2022/2023 presented challenges as it sought to recover from the impact of closures and reduced services during the pandemic as well as the impact of the economic climate on both donations and sales in the CT Furniture division. The charity was forced to increase its prices in all three divisions as a result of rising costs, and continues to review these on a regular basis.

Resources

Employment terms and conditions are set and reviewed by the Board of Trustees and are implemented through the Chief Executive and Executive Leadership Team. The charity is an equal opportunities employer and aims to maintain a diverse and varied workforce with fair and transparent recruitment of the best people at the heart of its policies and practices.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

(continued)

● People

Year to:	Employees	Volunteers
31 March 2023	107	30
31 March 2022	109	59

Equality Statement

Community Transport voluntarily provides information on pay in relation to gender, and constantly monitors against all other protected characteristics.

Gender Pay Reporting

The charity's median pay is the same irrespective of gender.

Executive Leadership Team Pay Table

FTE Salary Banding	Role Title	Gender	FTE
£80,000 to £89,999	Chief Executive	F	1.0
£70,000 to £79,999	Finance Director	M	1.0
£60,000 to £69,999	Operations Director North	M	1.0
	Operations Director South	F	1.0

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Financial review

● **Going concern**

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2023 of £630,608. The group's services achieved a negative movement in unrestricted funds of £515,390. The current economic conditions have created an element of uncertainty over demand for the group's services. However the group's forecasts and projections, taking account of reasonable possible changes in performance, shows that the group is expected to have a sufficient level of financial resources available for at least the next 12 months and therefore the Trustees believe that the group is well placed to manage its business risks successfully despite the economic uncertainty. After making enquiries, the Trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future.

● **Reserves policy**

Total reserves held at 31 March 2023 decreased by £524,024 to £1,130,218 with restricted funds reducing from £154,512 in 2021/22 to £145,878 in 2022/23.

The Board of Community Transport aims to develop a prudent use of reserves, some of which are designated for specific purposes. The table below summarises the status of unrestricted reserves:

	2023	2022
	£'000	£'000
Total unrestricted reserves	984	1,500
Less: designated funds	(464)	(567)
Less: unrestricted fixed assets	(340)	(337)
Free reserves	180	596

The charitable company seeks to keep a surplus in interest-earning accounts for working capital purposes and then transfers cash as required to the current accounts to meet its obligations.

Free reserves

Free reserves provide liquidity that reduces to a minimum the need for short or long term borrowing and the levels of interest or debt associated, thus serving as a protection in the face of unexpected trading variations or cost increases. A target of £750,000 in free reserves has been set to allow for 2 to 3 months operating expenditure.

Results in recent years have had a negative impact on the charitable company's free reserves. The charitable company's intention is to generate annual surpluses in the medium term to maintain this target. Post year end the charitable company sold a property (see note 25). The sale of the property increased the charitable company's free reserves post year end by £762k.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Designated funds

Community Transport maintains a capital fund available to underpin capital investment, either in the form of capital purchases, bank loans or operating leases, in particular this fund is designated to reduce maintenance expenditure on older vehicles and to move, as opportunities arise, to more appropriate operating sites. The level of this fund is set at £464K at 31 March 2023. It is expected that this will be expended as follows:

Passenger vehicles £464K

Goods vehicles: £nil

Dilapidations and Acquisition of alternative and new sites: £nil

● **Principal risks and uncertainties**

The Board of Trustees places importance on managing risk, and receives and approves all strategic governance policies, governance schedules and the risk register bi-annually. Trustees are able to attend monthly risk meetings with the Executive Leadership Team.

The following include major risk areas to which the Charity is exposed and the date of which they have been revised and approved:

- Governance – Governance risks are reviewed regularly and a member of the Board of Trustees acts as Governance Lead in providing advice and guidance.
- Corporate Finance Risks – Contract income is regularly reviewed to ensure a view of existing and potential income is maintained; contract income can cease before the end of scheduled contract re-tendering and remains a risk, particularly prior to the beginning of the academic year.
- Health and Safety – the policy and procedures are reviewed annually or as required in response to legislative changes, by a NEBOSH qualified Health and Safety Manager.
- Fleet Management – two qualified Transport Managers are in place, with a third person currently undergoing training to ensure that all operational transport services operate under the appropriate legislation and are fully compliant. Maintenance providers are reviewed and monitored for compliance and value for money on a regular basis.
- Human Resource Practice – as employment legislation can change frequently, CT has mechanisms with its HR Team to ensure that policies and procedures meet legislative requirements. External advice is available through an established relationship with HR legal advisers where required. All HR policies are reviewed regularly in line with Community Transport's document retention framework.

Structure, governance and management

● **Constitution**

The charity reviewed its Articles of Association in 2020. Overall responsibility for the company's activities is vested in the Board of Trustees, whose members also serve as the Charity's Trustees. The Board is limited to a minimum of three and maximum of 11 members, who may serve for up to three consecutive terms of three years each, followed by a break of at least one year before seeking re-election.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management (continued)

● **Methods of appointment or election of Trustees**

The Board is responsible for identifying and recruiting new Trustees as part of succession planning, to support the interests of beneficiaries by virtue of skills, approach, experience and commitment to the objectives of the charity, in line with the Recruitment of Trustees and Directors Policy, approved in 2021. An annual board skills audit informs the recruitment and succession planning process. The Board of Trustees is committed to constantly monitoring the number of Trustees, and reviews this formally at its last meeting of the calendar year. Induction training for new Trustees is provided by the Chair, Chief Executive and other staff members. Trustees are encouraged to champion different aspects of the charity's strategic interests and to participate in sector specific training, development and events, including governance training.

● **Organisational structure and decision-making policies**

Oversight of the management of finance, capital assets and non-charitable trading vested in CML remains with the full Board of Trustees.

Overall responsibility for leadership of the Company is vested in a Chief Executive, who is responsible for business development and implementation of the strategy. The Chief Executive leads an Executive Leadership Team which includes two Directors of Operations and a Finance Director.

A Finance Committee considers financial management in its wider sense and in detail, taking decisions and making recommendations to the Board of Trustees in line with its terms of reference.

Plans for future periods

In the coming year, Community Transport plans to adapt and expand its services within the regions in which it already has a presence, incorporating marketing, volunteering and training strategies to support that. A key focus in the coming year will be on ensuring that the right resources are in place to expand existing services and develop new opportunities, and directly addressing recruitment pressures which have faced the transport and charity sectors for some years, exacerbated by the pandemic and changing recruitment environment.

For each division the main challenges and opportunities for the coming year are:

CT Passenger

Challenges:

Meeting the pressure of increasing operational costs and negotiating more frequent price rises will remain a challenge for CT Passenger in 2023/2024. Recruitment of drivers will be a continuing challenge for the Passenger division in the coming year, as wages increase and contract expectations impact on recruitment timescales.

Opportunities:

CT Passenger will continue to explore the potential for scheduled bus routes, and programmes of day trips during summer months as well as continuing to tender for opportunities in the areas in which it operates.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Plans for future periods (continued)

CT Furniture

Challenges:

CT Furniture Services relocated to more prominent and visible shop sites prior to the pandemic. The challenge in 2023/2024 is to attract more customers to those sites which CT continues to occupy, whilst growing online sales further and maintaining those customers whose shopping habits have changed in recent years.

Opportunities:

The CT Office brand continues to contribute to overall CT Furniture sales, with large scale office furniture collections attracting removal fees. The potential to widen the source of bought in goods will present opportunities in the coming year.

CT Training

Challenges:

Meeting rising demand for externally delivered driving related training programmes will present a challenge in 2023/2024.

Opportunities:

This year will see the appointment of an additional trainer, based in Newcastle in order to meet both external and internal demand.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Charity and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Auditors

The auditors, BHP LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Adam Layland
(Chair of Trustees)

Date: Oct 3, 2023

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT

We have audited the financial statements of Community Transport (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2023, which comprise the consolidated statement of financial activities, the consolidated balance sheet, the company balance sheet, the consolidated statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2023, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group and parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT

Other information

The other information comprises the information included in the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the trustees' report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and sufficient accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT
(CONTINUED)

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and section 151 of the Charities Act 2011 and report in accordance with those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the group and the sector in which it operates and considered the risk of acts by the group that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We focused on laws and regulations, relevant to the group, which could give rise to a material misstatement in the financial statements. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management, review of minutes and legal expenses. There are inherent limitations in the audit procedures described and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it.

As part of our audit, we addressed the risk of management override of internal controls, including testing of journals and review of nominal ledger. We evaluated whether there was evidence of bias by the Trustees that represented a risk of material misstatement due to fraud.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS AND TRUSTEES OF COMMUNITY TRANSPORT
(CONTINUED)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the FRC's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members and its trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Lesley Kendrew (Senior statutory auditor)

for and on behalf of

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
West Yorkshire
BD19 3QB

Date: Oct 3, 2023

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Note				
Income from:				
Donations and legacies	3	30,993	123,390	154,383
Charitable activities	4	3,012,033	-	3,012,033
Other income	5	23,607	-	23,607
Total income		3,066,633	123,390	3,190,023
Expenditure on:				
Charitable activities	6	3,582,023	132,024	3,714,047
Total expenditure		3,582,023	132,024	3,714,047
Net movement in funds		(515,390)	(8,634)	(524,024)
Reconciliation of funds:				
Total funds brought forward		1,499,730	154,512	1,654,242
Net movement in funds		(515,390)	(8,634)	(524,024)
Total funds carried forward		984,340	145,878	1,130,218

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 24 to 43 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	10	486,014	491,397
Current assets			
Stocks	12	12,204	16,078
Debtors	13	559,241	622,704
Cash at bank and in hand		630,608	1,001,822
		<u>1,202,053</u>	<u>1,640,604</u>
Creditors: amounts falling due within one year	14	(522,020)	(477,759)
Net current assets		680,033	1,162,845
Creditors: amounts falling due after more than one year	15	(35,829)	-
Total net assets		<u>1,130,218</u>	<u>1,654,242</u>
Charity funds			
Restricted funds	16,17	145,878	154,512
Unrestricted funds	16,17	984,340	1,499,730
Total funds		<u>1,130,218</u>	<u>1,654,242</u>

COMMUNITY TRANSPORT

(A Company Limited by Guarantee)

REGISTERED NUMBER: 2118677

CONSOLIDATED BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2023

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Adam Layland

(Chair of Trustees)

Date: Oct 3, 2023

The notes on pages 24 to 43 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CHARITY BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	10	486,014	491,397
Investments	11	1	1
		<u>486,015</u>	<u>491,398</u>
Current assets			
Stocks	12	12,204	16,078
Debtors	13	676,729	738,065
Cash at bank and in hand		504,488	875,630
		<u>1,193,421</u>	<u>1,629,773</u>
Creditors: amounts falling due within one year	14	(522,020)	(477,759)
Net current assets		671,401	1,152,014
Creditors: amounts falling due after more than one year	15	(35,829)	-
Total net assets		<u>1,121,587</u>	<u>1,643,412</u>
Charity funds			
Restricted funds	16	145,878	154,512
Unrestricted funds	16	975,709	1,488,900
Total funds		<u>1,121,587</u>	<u>1,643,412</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CHARITY BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2023

The Charity's net movement in funds for the year was £(521,825) (2022 - £(520,168)).

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Adam Layland
(Chair of Trustees)

Date: Oct 3, 2023

The notes on pages 24 to 43 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net cash used in operating activities	(375,568)	(515,500)
	<hr/>	<hr/>
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	34,500	13,139
Purchase of tangible fixed assets	(30,146)	(244,566)
	<hr/>	<hr/>
Net cash provided by/(used in) investing activities	4,354	(231,427)
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	(371,214)	(746,927)
Cash and cash equivalents at the beginning of the year	1,001,822	1,748,749
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	630,608	1,001,822
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 24 to 43 form part of these financial statements

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1. General information

The charitable company is a company limited by guarantee. The registered office is Croft Myl, West Parade, Halifax, West Yorkshire, HX1 2EQ. The members of the charitable company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 Going concern

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2023 of £630,608. The group's services resulted in an in-year negative movement in unrestricted funds of £515,390. The current economic conditions have created an element of uncertainty over demand for the group's services. However, the group's forecasts and projections, taking account of reasonable possible changes in performance, shows that the group is expected to have a sufficient level of financial resources available for at least the next 12 months and therefore the Trustees believe that the group is well placed to manage its business risks successfully despite the economic uncertainty. After making enquiries, the Trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future.

The Trustees therefore consider that the level of reserves for the charity are adequate. The Trustees continue to adopt the going concern basis of preparation for these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

2. Accounting policies (continued)

2.3 Income

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 income receivable can be measured reliably.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2. Accounting policies (continued)

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Consolidated Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Consolidated Statement of Financial Activities as the related expenditure is incurred.

Grants received in relation to the government Coronavirus Job Retention Scheme (Furlough) have been recognised within other operating income. The grant is accounted for on the accruals basis once the related payroll return has been submitted.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method (unless otherwise stated).

Depreciation is provided on the following bases:

Freehold property	- 2% straight line basis
Short-term leasehold property	- Over the period of the lease
Motor vehicles	- 20% straight line basis
Fixtures and fittings	- 10% - 25% straight line basis

2.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

2.8 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

2. Accounting policies (continued)

2.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.12 Financial instruments

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.13 Finance leases and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the Group. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Consolidated Statement of Financial Activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

2.14 Pensions

The charitable company operates a funded pension scheme (see note 22). Employer contributions are charged to the Statement of Financial Activities as incurred.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

2. Accounting policies (continued)

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Donations	30,993	-	30,993
Grants	-	123,390	123,390
	<u>30,993</u>	<u>123,390</u>	<u>154,383</u>
	<u><u>30,993</u></u>	<u><u>123,390</u></u>	<u><u>154,383</u></u>
	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Donations	34,937	-	34,937
Grants	51,079	131,846	182,925
	<u>86,016</u>	<u>131,846</u>	<u>217,862</u>
	<u><u>86,016</u></u>	<u><u>131,846</u></u>	<u><u>217,862</u></u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2023

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Service income	3,012,033	3,012,033
Coronavirus job retention scheme	-	-
	<u>3,012,033</u>	<u>3,012,033</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Service income	3,185,468	-	3,185,468
Coronavirus job retention scheme	-	9,671	9,671
	<u>3,185,468</u>	<u>9,671</u>	<u>3,195,139</u>

5. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £
Profit on sale of tangible fixed assets	23,607	23,607
	<u>23,607</u>	<u>23,607</u>

	Unrestricted funds 2022 £	Total funds 2022 £
Profit on sale of tangible fixed assets	11,608	11,608
	<u>11,608</u>	<u>11,608</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Passenger services	1,574,249	132,024	1,706,273
Furniture services	1,519,052	-	1,519,052
Other services	488,722	-	488,722
	<u>3,582,023</u>	<u>132,024</u>	<u>3,714,047</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Passenger services	1,661,104	150,151	1,811,255
Furniture services	1,565,692	-	1,565,692
Other services	570,005	-	570,005
	<u>3,796,801</u>	<u>150,151</u>	<u>3,946,952</u>

7. Auditors' remuneration

	2023 £	2022 £
Fees payable to the Group's auditor for the audit of the Group's annual accounts	11,850	10,145
Fees payable to the Group's auditor in respect of:		
All taxation advisory services not included above	975	110
All non-audit services not included above	1,625	1,480
	<u>11,850</u>	<u>10,145</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

8. Staff costs

	Group 2023	Group 2022	Charity 2023	Charity 2022
	£	£	£	£
Wages and salaries	1,722,174	1,853,887	1,722,174	1,853,887
Social security costs	129,929	134,280	129,929	134,280
Contribution to defined contribution pension schemes	57,648	58,661	57,648	58,661
	1,909,751	2,046,828	1,909,751	2,046,828

The average number of persons employed by the Charity during the year was as follows:

	Group 2023	Group 2022	Charity 2023	Charity 2022
	No.	No.	No.	No.
Passenger	65	62	65	62
Furniture	24	28	24	28
Training	1	2	1	2
Administration and support	17	17	17	17
	107	109	107	109

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

8. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2023 No.	Group 2022 No.
In the band £60,001 - £70,000	3	2
In the band £90,001 - £100,000	1	1

A significant contribution to the work of the charitable company is carried out by a pool of volunteer drivers, sales assistants, and administrators. Much of the work of the charitable company would be impossible without the generous gift of time, effort and commitment which voluntary workers provide.

In March 2023, the charitable company had around 30 volunteers, excluding those who give their time on boards and committees.

Key Management Personnel Remuneration

The key management personnel of the parent charity during the year to 31 March 2023 comprised the Chief Executive Officer and Operations Director North, Operations Director South.

Total compensation of key management personnel in the year amounted to £271,744 (2022 - £295,545).

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, trustee expenses of £661 were reimbursed or paid directly to 2 Trustees (2022 - £NIL).

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

10. Tangible fixed assets

Group and Charity

	Freehold property £	Short-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Total £
<i>Cost or valuation</i>					
At 1 April 2022	553,794	34,064	744,741	129,221	1,461,820
Additions	-	-	78,481	3,706	82,187
Disposals	-	-	(155,937)	-	(155,937)
At 31 March 2023	<u>553,794</u>	<u>34,064</u>	<u>667,285</u>	<u>132,927</u>	<u>1,388,070</u>
<i>Depreciation</i>					
At 1 April 2022	261,984	18,802	560,416	129,221	970,423
Charge for the year	14,504	3,213	58,343	617	76,677
On disposals	-	-	(145,044)	-	(145,044)
At 31 March 2023	<u>276,488</u>	<u>22,015</u>	<u>473,715</u>	<u>129,838</u>	<u>902,056</u>
<i>Net book value</i>					
At 31 March 2023	<u><u>277,306</u></u>	<u><u>12,049</u></u>	<u><u>193,570</u></u>	<u><u>3,089</u></u>	<u><u>486,014</u></u>
At 31 March 2022	<u><u>291,810</u></u>	<u><u>15,262</u></u>	<u><u>184,325</u></u>	<u><u>-</u></u>	<u><u>491,397</u></u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2023

11. Fixed asset investments

	Investments in subsidiary companies £
Charity	
Cost or valuation	
At 1 April 2022	1
At 31 March 2023	<u>1</u>
Net book value	
At 31 March 2023	1
At 31 March 2022	<u>1</u>

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered office or principal place of business	Class of shares	Holding
Community Minibuses Limited	4125371	Croft Myl, West Parade, Halifax, West Yorkshire, HX1 2EQ	Ordinary	100%

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit/(Loss) for the period £	Net assets £
Community Minibuses Limited	306,884	(309,083)	(2,199)	8,632

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

12. Stocks

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Stocks	12,204	16,078	12,204	16,078

13. Debtors

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
<i>Due within one year</i>				
Trade debtors	291,734	156,827	291,734	156,827
Amounts owed by group undertakings	-	-	117,488	115,361
Other debtors	75,445	98,466	75,445	98,466
Prepayments and accrued income	192,062	367,411	192,062	367,411
	559,241	622,704	676,729	738,065

14. Creditors: Amounts falling due within one year

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Trade creditors	236,606	226,427	236,606	226,427
Obligations under finance lease and hire purchase contracts	16,212	-	16,212	-
Other creditors	41,572	19,693	41,572	19,693
Accruals and deferred income	227,630	231,639	227,630	231,639
	522,020	477,759	522,020	477,759

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

15. Creditors: Amounts falling due after more than one year

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Net obligations under finance lease and hire purchase contracts	35,829	-	35,829	-

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2023

16. Statement of funds

Group statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Designated capital fund	567,000	-	(43,000)	(60,000)	464,000
General funds					
Revenue funds	921,900	2,759,749	(3,229,940)	60,000	511,709
Retained in subsidiary	10,830	306,884	(309,083)	-	8,631
	932,730	3,066,633	(3,539,023)	60,000	520,340
Total Unrestricted funds	1,499,730	3,066,633	(3,582,023)	-	984,340
Restricted funds					
Capital grants	154,512	-	(8,634)	-	145,878
Sandwell MBC - Adult and Community Services	-	11,761	(11,761)	-	-
Kickstart	-	14,587	(14,587)	-	-
Education & Skills Council Traineeship	-	5,000	(5,000)	-	-
Lets Chat Grant	-	92,042	(92,042)	-	-
	154,512	123,390	(132,024)	-	145,878
Total of funds	1,654,242	3,190,023	(3,714,047)	-	1,130,218

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2023

16. Statement of funds (continued)

Group statement of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Designated capital fund	295,000	-	-	272,000	567,000
General funds					
Revenue funds	1,705,434	3,128,618	(3,640,152)	(272,000)	921,900
Retained in subsidiary	13,005	154,474	(156,649)	-	10,830
	<u>1,718,439</u>	<u>3,283,092</u>	<u>(3,796,801)</u>	<u>(272,000)</u>	<u>932,730</u>
Total Unrestricted funds	<u>2,013,439</u>	<u>3,283,092</u>	<u>(3,796,801)</u>	<u>-</u>	<u>1,499,730</u>
Restricted funds					
Capital grants	163,146	-	(8,634)	-	154,512
Sandwell MBC - Adult and Community Services	-	14,112	(14,112)	-	-
Coronavirus job retention scheme grant	-	9,671	(9,671)	-	-
Kickstart	-	112,734	(112,734)	-	-
Education & Skills Council Traineeship	-	5,000	(5,000)	-	-
	<u>163,146</u>	<u>141,517</u>	<u>(150,151)</u>	<u>-</u>	<u>154,512</u>
Total of funds	<u><u>2,176,585</u></u>	<u><u>3,424,609</u></u>	<u><u>(3,946,952)</u></u>	<u><u>-</u></u>	<u><u>1,654,242</u></u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

16. Statement of funds (continued)

Capital grants relate to grants received to assist with the purchase of vehicles.

Sandwell MBC relates to grants received to assist with providing services in the Midlands.

Coronavirus job retention scheme grant relates to the government grant in response to furloughing employees in line with restrictions during the pandemic.

Kickstart relates to grants received to provide employability services for a number of young people. Funding was secured to assist in the delivery of skills training and in reimbursing wages of trainees.

Education and Skills Council Training Scheme relates to grants received to support the facilitation of placement opportunities as part of a wider scheme.

The Let's Chat Grant supports a pilot project, deliver with partners in the West Midlands. The project encourages people to socialise and engage with others, reducing loneliness and isolation. It is hoped that the pilot will continue beyond September 2023, and has been nominated for a national award for diversity and inclusion.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2023

17. Analysis of net assets between funds

Group analysis of net assets between funds - current period

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	340,136	145,878	486,014
Current assets	1,202,053	-	1,202,053
Creditors due within one year	(522,020)	-	(522,020)
Creditors due in more than one year	(35,829)	-	(35,829)
Total	984,340	145,878	1,130,218

Group analysis of net assets between funds - prior period

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	336,885	154,512	491,397
Current assets	1,640,604	-	1,640,604
Creditors due within one year	(477,759)	-	(477,759)
Total	1,499,730	154,512	1,654,242

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2023

18. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2023 £	Group 2022 £
Net expenditure for the year (as per Statement of Financial Activities)	(524,024)	(522,343)
Adjustments for:		
Depreciation charges	76,677	72,047
Profit on the sale of fixed assets	(23,607)	(11,608)
Decrease/(increase) in stocks	3,874	(4,737)
Decrease/(increase) in debtors	63,463	(122,066)
Increase in creditors	28,049	73,207
Net cash used in operating activities	(375,568)	(515,500)

19. Analysis of cash and cash equivalents

	Group 2023 £	Group 2022 £
Cash in hand	630,608	1,001,822
Total cash and cash equivalents	630,608	1,001,822

20. Analysis of changes in net debt

	At 1 April 2022 £	Cash flows £	New finance leases £	At 31 March 2023 £
Cash at bank and in hand	1,001,822	(371,214)	-	630,608
Finance leases	-	15,171	(67,212)	(52,041)
	1,001,822	(356,043)	(67,212)	578,567

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

21. Capital commitments

	Group 2023	Group 2022	Charity 2023	Charity 2022
	£	£	£	£
<i>Contracted for but not provided in these financial statements</i>				
Acquisition of tangible fixed assets	464,486	464,486	464,486	464,486

22. Pension commitments

Community Transport participates in The Pensions Trust's Growth Plan ('the Plan'). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan.

Community Transport paid contributions at the rate of 6% during the year. Participating members are not required to contribute but can contribute AVC's. Total contributions for the year amounted to £57,648 (2022 - £59,130).

It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multiemployer scheme, where the total assets are aggregated for investment purposes, and benefits are paid out of the Plan's total assets.

At 31 March 2023, the Charitable Company had outstanding pension contributions of £15,826 (2022 - £18,049).

The Director commissions an actuarial valuation of the Plan every three years. The purpose of the actuarial valuation is to determine the funding position of the Plan by comparing assets with the past service liabilities as at the valuation date. Asset values are calculated by reference to market levels. Accrued past service liabilities are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

The rules of the Plan give the Director the power to require employers to pay additional contributions in order to ensure that the statutory funding objective under the Pensions Act 2004 is met.

The valuation results at 30 September 2021 were completed in 2022 and have been formalised. The valuation of the Plan was performed by a professionally qualified Actuary using the Projected Unit Method. The valuation revealed a small surplus of assets compared with a value of liabilities of £3.8m, equivalent to a funding level of 100%. Based upon the preliminary valuation, no additional contributions will be payable by Community Transport.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

22. Pension commitments (continued)

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to the employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

Community Transport has been notified by The Pensions Trust of the estimated employer debt of £47,251 (2022 - £73,652) on withdrawal from the Plan based on the financial position of the Plan as at 31 March 2023. This amount is treated as a contingent liability.

23. Operating lease commitments

At 31 March 2023 the Group and the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Not later than 1 year	412,459	592,276	412,459	592,276
Later than 1 year and not later than 5 years	789,049	1,230,948	789,049	1,230,948
	1,201,508	1,823,224	1,201,508	1,823,224

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Operating lease rentals	595,211	619,692	595,211	619,692

24. Related party transactions

The charitable company had no related party transactions to report in either year.

25. Post balance sheet events

On 8 August 2023, the charitable company sold its warehouse in Bilston and made a profit on sale of £762k.

COMMUNITY TRANSPORT

England & Wales - Charity number 247331

Accounts



COMMUNITY TRANSPORT

(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

Celebrating
58
years

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1 - 2
Trustees' Report	3 - 13
Independent Auditors' Report on the Financial Statements	14 - 17
Consolidated Statement of Financial Activities	18
Consolidated Balance Sheet	19 - 20
Charity Balance Sheet	21 - 22
Consolidated Statement of Cash Flows	23
Notes to the Financial Statements	24 - 42

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022

Trustees

Akilah Akinola (resigned 19 January 2022)
Ian Kerr
Adam Layland
Corinne Taylor, Vice Chair
Barry Yeomans, Chair
Sueb Jabbar (appointed 25 May 2021, resigned 18 March 2022)
Lesley Gorton (appointed 28 July 2021, resigned 14 January 2022)
Joseph Hall (appointed 24 May 2022)

Company registered number

2118677

Charity registered number

247331

Registered office

Parkview House
Woodvale Road
Brighouse
West Yorkshire
HD6 4AB

Chief Executive Officer

Jo Beaumont

Independent auditors

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
West Yorkshire
BD19 3QB

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Bankers

Unity Trust Bank plc
Nine Brindleyplace
Birmingham
B1 2HB

Santander
Bridle Road
Bootle
Merseyside
L30 4GB

Legal advisors

Lupton Fawcett
Yorkshire House
East Parade
Leeds
West Yorkshire
LS1 5BD

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the consolidated audited financial statements of the group for the year 1 April 2021 to 31 March 2022. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the group and the Charity qualify as small under section 383 of the Companies Act 2006, the Group Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Community Transport is a Company Limited by Guarantee, registered in England and Wales, number 2118677, and a Registered Charity, number 247331. The Directors opted, at the time of incorporation to register the name "Community Transport" and not "Community Transport Limited".

Community Transport has a 100% shareholding in a trading company, Community Minibuses Limited (CML), number 4125371.

The Charity also uses several trading and brand names:

"CT Passenger" refers to the provision of passenger transport services.

"CT Office" refers to the provision of office furniture.

"CT Furniture" refers to the provision of domestic furniture.

"CT Training" refers to the provision of training.

● **Objectives and activities**

The Trustees have referred to the Charity Commission guidance on public benefit and the objects of the Company are charitable in the fields of social welfare, as defined in paragraph 3, (a) of the Memorandum and Articles of Association. The public benefit requirement is met through three areas of activity - Passenger, Furniture and Training.

● **Strategic plan**

Trustees and the Executive Leadership Team continued to develop the long term strategy of the charity, with a focus on sustaining the organisation throughout the challenges of the Covid-19 pandemic and beyond.

Community Transport's Mission is to:

Create a better everyday life for local people.

Community Transport's Vision is:

To be the go-to organisation for accessible transport and affordable furniture locally, in the areas where we work.

Community Transport has been working in local communities since 1964, helping to transform lives and build better communities through the provision of accessible transport and the provision of affordable furniture.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(continued)

● **Values**

Our values and behaviours are intended to achieve the vision in striving for:

- **Excellence** in everything that Community Transport does, with continued improvements through listening, learning and innovation.
- **Honesty** - operating honestly with fairness and integrity.
- **Diversity** - respecting and ensuring equality of opportunity; in both its working environments and within the communities it operates in.
- **Helpfulness** - encouraging helpfulness in all areas, with the aim of benefitting others and communities.

● **Fundraising activities and income generation**

The charity does not actively fundraise but appreciates cash donations from the sale of furniture. The charity does not use any professional fundraiser or commercial participator to carry out activities on the charity's behalf.

Due to not actively fundraising, the charity is not a participant of a voluntary scheme for regulating fundraising, or any voluntary standard of fundraising for the activities carried out on behalf of the charity. Should the charity at some point in the future, undertake a specific fundraising campaign or start to generate more income through fundraising, the trustees will consider signing up to the voluntary fundraising code.

Income generation is carried out through the sale of donated items of furniture under the brand name CT Furniture and through commercial transport and training contracts in order to fund its charitable activities.

Furniture Services

Under the brand of CT Furniture, the charity provides items of donated and bought in domestic furniture and donated office furniture through retail shops in the West Midlands and North-East, in order to generate income which is then used to support charitable activities. Items are also sold online to achieve the best price as part of the income generation strategy.

Regional hubs in Wolverhampton and Newcastle, provide more affordable furniture for families on low incomes, and also support distribution of stock to retail shops.

Examples of furniture services delivered to generate income include:

CT Furniture attracts donations of office furniture from corporate partners, as well as domestic furniture from individual donors, which it sells both online and in store in order to generate funds.

Example of charitable furniture services include:

The charity provides individual items or packs of furniture at points of crisis, either through direct referrals or via third party referrals, for example from social services.

Passenger Services

Provision of accessible transport services to people who experience disability or limited mobility, or who are unable to use conventional and/or public transport. This includes door to door transport for people in later life, transport to health services for those experiencing medical conditions, and provision of transport for community and voluntary groups, enabling them to support their service users.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(continued)

The provision of specialist door to door, rather than kerb to kerb transport enables people to have choice, independence, and to be able to participate in society. Supporting local community groups enables more people to be supported, by providing the means for each group to better support its own service users at an affordable cost.

Examples of commercial passenger services delivery include:

Renal transport for dialysis patients across the West Midlands

A number of school transport contracts delivered across the West Midlands and North-East regions.

Examples of charitable passenger services delivery include:

The Hop to the Shops service in the North-East of England provides transport for people who are unable to use public transport services, enabling them to socialise with others, and to access local shops.

As travel continued to be restricted in 2021/2022, the charity adapted its services to provide door to door transport for restricted numbers travelling together in order to ensure safe transport options for vulnerable people.

Group travel, provided to Mencap in the Black Country, enabling Mencap service users to access other facilities and experiences.

Training Services

Provision of minibus driving related training externally to community and voluntary groups, enhancing the skills of volunteers, and making use of accessible transport more affordable.

External demand for training continued to be low in 2021/2022 due to national restrictions, although an increase was seen in early spring 2022.

Internal training continued to be delivered throughout 2021/2022 ensuring that Community Transport staff and volunteers were trained and equipped with the skills to continue service delivery.

Kickstart Scheme/Work Experience

This also includes provision of work experience training and development, supporting people to secure and sustain employment, in the areas in which Community Transport operates.

Community Transport was successful in becoming a training provider as part of the national Kickstart Scheme and delivered 20 training places in the West Midlands, North-East and at the national office in West Yorkshire during 2021/2022. Three trainees went on to gain employment/positive outcomes, two of those within CT.

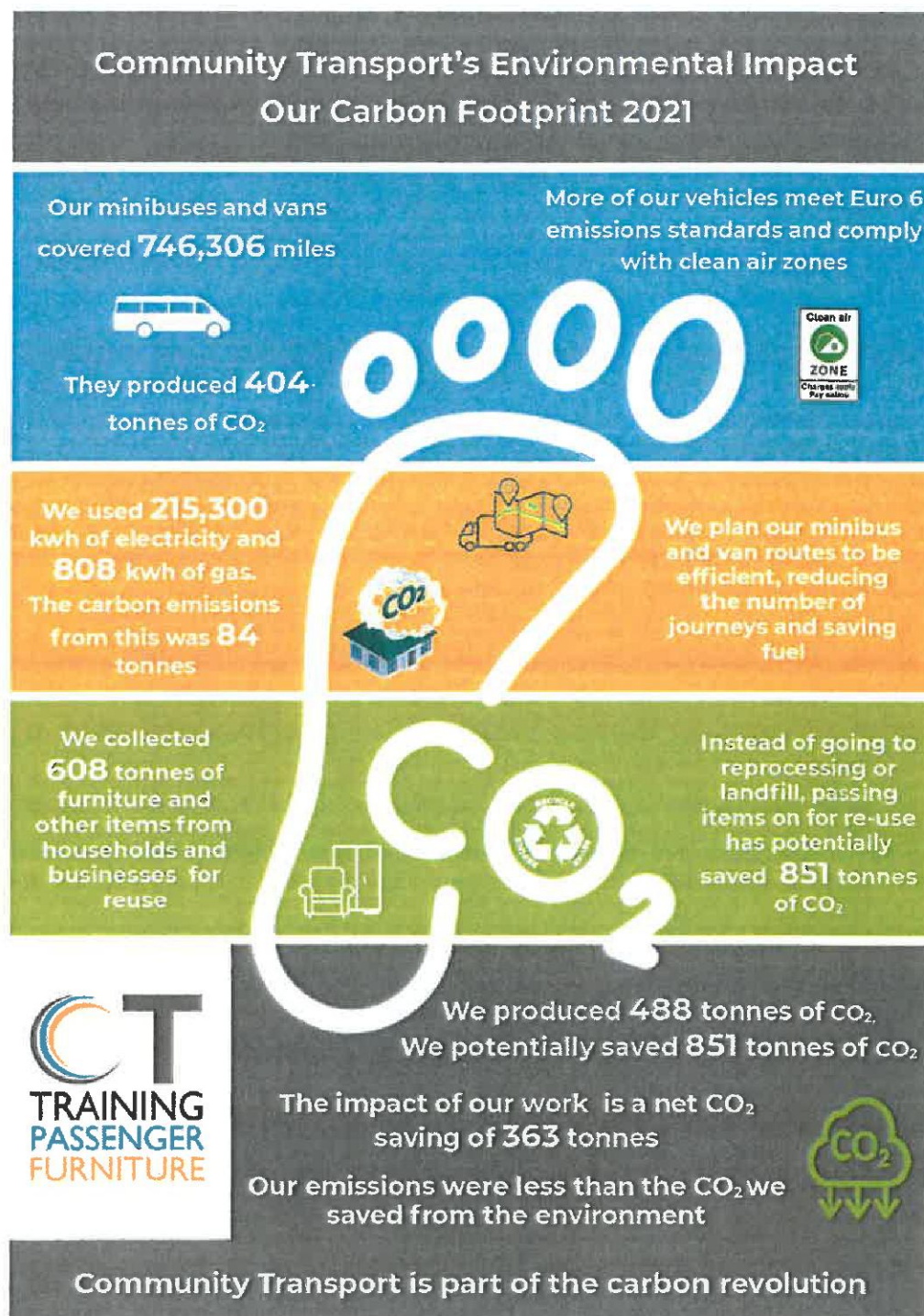
Support

A small central support team provides finance, human resource and governance support for operational teams.

(continued)

• Main achievements of the Charity

Community Transport achieved social impact in the following ways:
















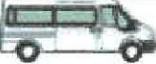



COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(continued)

Operational Sites and Services

			
Blyth Shop		 Domestic	
Newcastle Warehouse		 Domestic and Office	
Gateshead Shop		 Domestic	
Wolverhampton Warehouse		 Domestic and Office	
West Bromwich Shop		 Domestic	
Birmingham Depot			
Birmingham Shop		 Domestic	
Coventry/Nuneaton Depot			

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(continued)

● **Review of activities**

2021/2022 continued to be an exceptionally challenging year for Community Transport, with the temporary closure of non-essential shops, continued changes to operating criteria of its passenger services and the reduction in demand for training as a result of the pandemic all adversely impacting on income. The charity continued to mitigate the effects of the pandemic as far as possible by focussing on building an online sales platform and continuing to market its services online. Limits on passenger numbers continued throughout the year, increasing staffing and fuel costs. A pricing review in autumn 2021 resulted in updated pricing frameworks being presented to commissioners. Most price increases were accepted, although where this was not the case, contracts were ended.

The national furlough continued to be used in a limited way until the scheme ended in September 2021. A business interruption claim was made to Community Transport's insurers in December 2021, which was successful and resulted in additional income of £104,000.

Resources

Employment terms and conditions are set and reviewed by the Board of Trustees and are implemented through the Chief Executive and Executive Leadership Team. The charity is an equal opportunities employer and aims to maintain a diverse and varied workforce with fair and transparent recruitment of the best people at the heart of its policies and practices.

● **People**

Year to:	Employees	Volunteers
31 March 2021	202	56
31 March 2022	109	59

Equality Statement

Community Transport voluntarily provides information on pay in relation to gender, and constantly monitors against all other protected characteristics.

Gender Pay Reporting

The mean gender pay gap in hourly pay is 7.63% which means that for every £1.00 earned by a female employee, a male employee earns 92p.

Executive Leadership Team Pay Table

FTE Salary Banding	Role Title	Gender	FTE
£80,001 to £90,000	Chief Executive	Female	1.0
£60,001 to £70,000	Operations Director North	Male	1.0
	Operations Director South	Female	1.0
£50,001 to £60,000	Finance Director	Male	1.0

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Financial review

● **Going concern**

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2022 of £1,001,822. The group's services achieved a negative movement in unrestricted funds of (£513,709). The current economic conditions have created an element of uncertainty over demand for the group's services. However the group's forecasts and projections, taking account of reasonable possible changes in performance, shows that the group is expected to have a sufficient level of financial resources available for at least the next 12 months and therefore the Trustees believe that the group is well placed to manage its business risks successfully despite the economic uncertainty. After making enquiries, the Trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future.

The Trustees have considered the impact of Covid-19 on the Charity's income and beneficiaries, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have plans in place to deal with and mitigate any financial losses that may arise. The Trustees therefore consider that the level of reserves for the charity are adequate. The Trustees continue to adopt the going concern basis of preparation for these financial statements.

● **Reserves policy**

Total reserves held at 31 March 2022 decreased by (£522,343) to £1,654,242 with restricted funds reducing from £163,146 in 2020/21 to £154,512 in 2021/22.

The Board of Community Transport aims to develop a prudent level of reserves, some of which are designated for specific purposes. The table below summarises the current status of unrestricted reserves:

	2022	2021
	£'000	£'000
Total unrestricted reserves	1,500	2,013
Less: designated funds	(567)	(295)
Less: unrestricted fixed assets	(337)	(157)
Free reserves	596	1,561

The charitable company seeks to keep a surplus in interest-earning accounts for working capital purposes and then transfers cash as required to the current accounts to meet obligations.

Free reserves

Free reserves provide liquidity that reduces to a minimum the need for short or long term borrowing and the levels of interest or debt associated, thus serving as a protection in the face of unexpected trading variations or cost increases. A target of £500,000 in free reserves has been set to allow for 2 to 3 months operating expenditure. The charitable company's intention is to generate annual surpluses in the medium term to maintain this target.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Designated funds

Community Transport maintains a capital fund available to underpin capital investment, either in the form of capital purchases, bank loans or operating leases, in particular this fund is designated to reduce maintenance expenditure on older vehicles and to move, as opportunities arise, to more appropriate operating sites. The level of this fund is set at £567K at 31 March 2022. It is expected that this will be expended as follows:

Passenger vehicles £464K

Goods vehicles: £67K

Dilapidations and Acquisition of alternative and new sites: £36K

● **Principal risks and uncertainties**

The Board of Trustees places importance on managing risk, and receives and approves all strategic governance policies and governance schedules bi-annually and the risk register more frequently.

The following include major risk areas to which the Charity is exposed and the date of which they have been revised and approved:

- Governance – Governance risks are reviewed regularly and a member of the Board of Trustees acts as Governance Lead in providing advice and guidance.
- Corporate Finance Risks – Contract income is regularly reviewed to ensure a view of existing and potential income is maintained; contract income can cease before the end of scheduled contract re-tendering and remains a risk, particularly prior to the beginning of the academic year.
- Health and Safety – the policy and procedures are reviewed annually or as required in response to legislative changes, by a NEBOSH qualified Health and Safety Manager.
- Fleet Management – two qualified Transport Managers are in place to ensure that all operational transport services operate under the appropriate legislation and are fully compliant. Maintenance providers are reviewed and monitored for compliance and value for money on a regular basis.
- Human Resource Practice – as employment legislation can change frequently, CT has mechanisms with its HR Team to ensure that policies and procedures meet legislative requirements. All HR policies are reviewed regularly in line with Community Transport's document retention framework.

Structure, governance and management

● **Constitution**

The charity reviewed its Articles of Association in 2020, however due to the impact of the Covid 19 pandemic, confirmation of the changes sought was not received from the Charity Commission until summer 2021. Overall responsibility for the company's activities is vested in the Board of Trustees, whose members also serve as the Charity's Trustees. The Board is limited to a minimum of three and maximum of 11 members, who may serve for up to three consecutive terms of three years each, followed by a break of at least one year before seeking re-election.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

● **Methods of appointment or election of Trustees**

The Board is responsible for identifying and recruiting new Trustees to support the interests of beneficiaries by virtue of skills, approach, experience and commitment to the objectives of the charity, in line with the Recruitment of Trustees and Directors Policy, approved in 2021. An annual board skills audit informs the recruitment and succession planning process. The Board of Trustees is committed to constantly monitoring the number of Trustees, and reviews this formally at its last meeting of the calendar year. Induction training for new Trustees is provided by the Chair, Chief Executive and other staff members. Trustees are encouraged to champion different aspects of the charity's strategic interests and to participate in sector specific training, development and events, including governance training.

● **Organisational structure and decision-making policies**

Oversight of the management of finance, capital assets and non-charitable trading vested in CML remains with the full Board of Trustees.

Overall responsibility for leadership of the Company is invested in a Chief Executive, who is responsible for business development and implementation of the strategy. The Chief Executive leads an Executive Leadership Team, which includes two Operational Directors and a Finance Director.

Plans for future periods

In the coming year, Community Transport plans to expand its services within the regions in which it already has a presence, incorporating marketing, volunteering and training strategies to support that. A key focus in the coming year will be on ensuring that the right resources are in place to expand existing services and develop new opportunities, and directly addressing recruitment pressures which have faced the transport sector for some years, exacerbated by the pandemic and changing recruitment environment.

For each division the main challenges and opportunities for the coming year are:

CT Passenger

Challenges:

Meeting the pressure of increasing operational costs and negotiating more frequent price rises will remain a challenge for CT Passenger in 2022/2023. Recruitment of drivers will be a continuing challenge for the Passenger division in the coming year, as wages rise and contract expectations impact on recruitment timescales.

Opportunities:

CT Passenger will continue to explore the potential for scheduled bus routes under the Section 22 operating environment. Opportunities are also presented as a result of the Commonwealth Games, hosted in Birmingham in summer 2022, and as a key partner of Transport for West Midlands in developing a response to loneliness and isolation.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Plans for future periods (continued)

CT Furniture

Challenges:

CT Furniture Services pursued a strategy from 2019 to relocate to more prominent and visible shop sites, supported by regional warehouse hubs in Wolverhampton and Newcastle. Whilst the closure of these shops during the pandemic ensured that CT was eligible for Covid related financial support from central and local government, the challenge now that shops are fully open will be to attract customers back to retail parks and high streets from 2022/23.

Opportunities:

Development of the CT Office brand is planned in 2022/2023, focussing on large scale office furniture donations from the corporate sector, and on developing online sales wider. It is anticipated that the growth in hybrid working models will increase corporate donations and also sales to support alternative ways of working in the future.

CT Training

Challenges:

Meeting rising demand for externally delivered driving related training programmes will present a challenge in 2022/2023. A review of resourcing of the training division will take place mid-year to ensure that external demand is met, whilst also balancing the need to meet increasing internal training requirements to staff and volunteers.

Opportunities:

Opportunities exist to develop a wrap-around training offer to external customers, adding health related training to the existing Minibus Driver Awareness Scheme (MIDAS) training programme. This will focus particularly on dementia awareness training in light of the increasing diagnosis statistics and the role that transport services can play in early detection.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Charity and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Auditors

The auditors, BHP LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:


Barry J Yeomans (Sep 30, 2022 14:07 GMT+1)

.....
Barry Yeomans
(Chair of Trustees)

Date: Sep 30, 2022

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT

Opinion

We have audited the financial statements of Community Transport (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 31 March 2022 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group's or the parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT (CONTINUED)

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT (CONTINUED)

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the group and the sector in which it operates and considered the risk of acts by the group that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We focused on laws and regulations, relevant to the group, which could give rise to a material misstatement in the financial statements. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management, review of minutes and legal expenses. There are inherent limitations in the audit procedures described and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it.

As part of our audit, we addressed the risk of management override of internal controls, including testing of journals and review of nominal ledger. We evaluated whether there was evidence of bias by the Trustees that represented a risk of material misstatement due to fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT (CONTINUED)

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Lesley Kendrew (Senior Statutory Auditor)

for and on behalf of

BHP LLP

New Chartford House

Centurion Way

Cleckheaton

West Yorkshire

BD19 3QB

Date: 30 September 2022

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	86,016	131,846	217,862	580,121
Charitable activities	4	3,185,468	9,671	3,195,139	2,811,880
Investments	5	-	-	-	84
Other income	6	11,608	-	11,608	3,171
Total income		3,283,092	141,517	3,424,609	3,395,256
Expenditure on:					
Charitable activities	7	3,796,801	150,151	3,946,952	3,058,828
Total expenditure		3,796,801	150,151	3,946,952	3,058,828
Net movement in funds		(513,709)	(8,634)	(522,343)	336,428
Reconciliation of funds:					
Total funds brought forward		2,013,439	163,146	2,176,585	1,840,157
Net movement in funds		(513,709)	(8,634)	(522,343)	336,428
Total funds carried forward		1,499,730	154,512	1,654,242	2,176,585

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 24 to 42 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	491,397	320,409
Current assets			
Stocks	13	16,078	11,341
Debtors	14	622,704	500,638
Cash at bank and in hand		1,001,822	1,748,749
		<u>1,640,604</u>	<u>2,260,728</u>
Creditors: amounts falling due within one year	15	(477,759)	(404,552)
Net current assets		<u>1,162,845</u>	1,856,176
Total net assets		<u>1,654,242</u>	<u>2,176,585</u>
Charity funds			
Restricted funds	16,17	154,512	163,146
Unrestricted funds	16,17	1,499,730	2,013,439
Total funds		<u>1,654,242</u>	<u>2,176,585</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2022

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


Barry J Yeomans (Sep 30, 2022 14:07 GMT+1)

Barry Yeomans
(Chair of Trustees)

Date: **Sep 30, 2022**

The notes on pages 24 to 42 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CHARITY BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	491,397	320,409
Investments	12	1	1
		491,398	320,410
Current assets			
Stocks	13	16,078	11,341
Debtors	14	738,065	771,934
Cash at bank and in hand		875,630	1,464,446
		1,629,773	2,247,721
Creditors: amounts falling due within one year	15	(477,759)	(404,551)
Net current assets		1,152,014	1,843,170
Total net assets		1,643,412	2,163,580
Charity funds			
Restricted funds	16	154,512	163,146
Unrestricted funds	16	1,488,900	2,000,434
Total funds		1,643,412	2,163,580

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CHARITY BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2022

The Charity's net movement in funds for the year was £(520,168) (2021 - £326,919).

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Barry J Yeomans
Barry J Yeomans (Sep 30, 2022 14:07 GMT+1)

Barry Yeomans
(Chair of Trustees)

Date: Sep 30, 2022

The notes on pages 24 to 42 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Cash flows from operating activities		
Net cash used in operating activities	(515,500)	425,246
	<hr/>	<hr/>
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	13,139	3,171
Purchase of tangible fixed assets	(244,566)	(34,525)
	<hr/>	<hr/>
Net cash used in investing activities	(231,427)	(31,354)
	<hr/>	<hr/>
Cash flows from financing activities		
Repayments of borrowing	-	(14,026)
	<hr/>	<hr/>
Net cash provided by/(used in) financing activities	-	(14,026)
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	(746,927)	379,866
Cash and cash equivalents at the beginning of the year	1,748,749	1,368,883
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	1,001,822	1,748,749
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 24 to 42 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. General information

The charitable company is a company limited by guarantee. The registered office is Parkview House, Woodvale Road, Brighouse, West Yorkshire, HD6 4AB. The members of the charitable company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 Going concern

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2022 of £1,001,822. The group's services resulted in an in-year negative movement in unrestricted funds of £513,709. The current economic conditions have created an element of uncertainty over demand for the group's services. However, the group's forecasts and projections, taking account of reasonable possible changes in performance, shows that the group is expected to have a sufficient level of financial resources available for at least the next 12 months and therefore the Trustees believe that the group is well placed to manage its business risks successfully despite the economic uncertainty. After making enquiries, the Trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future.

The Trustees have considered the impact of Covid-19 on the Charity's income and beneficiaries, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have plans in place to deal with and mitigate any financial losses that may arise. During the year the charitable company took advantage of government support in the form of the CJRS grant income and COVID support grants. The Trustees therefore consider that the level of reserves for the charity are adequate. The Trustees continue to adopt the going concern basis of preparation for these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.3 Income

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 income receivable can be measured reliably.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Consolidated Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Consolidated Statement of Financial Activities as the related expenditure is incurred.

Grants received in relation to the government Coronavirus Job Retention Scheme (Furlough) have been recognised within other operating income. The grant is accounted for on the accruals basis once the related payroll return has been submitted.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method (unless otherwise stated).

Depreciation is provided on the following bases:

Freehold property	- 2% straight line basis
Short-term leasehold property	- Over the period of the lease
Motor vehicles	- 20% straight line basis
Fixtures and fittings	- 10% - 25% straight line basis

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.13 Financial instruments

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.14 Pensions

The charitable company operates a funded pension scheme (see note 22). Employer contributions are charged to the Statement of Financial Activities as incurred.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Donations	34,937	-	34,937
Grants	51,079	131,846	182,925
	<u>86,016</u>	<u>131,846</u>	<u>217,862</u>
	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	-	33,559	33,559
Grants	225,019	321,543	546,562
	<u>225,019</u>	<u>355,102</u>	<u>580,121</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

4. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Service income	3,185,468	-	3,185,468
Coronavirus job retention scheme	-	9,671	9,671
	<u>3,185,468</u>	<u>9,671</u>	<u>3,195,139</u>

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Service income	2,702,463	-	2,702,463
Coronavirus job retention scheme	-	109,417	109,417
	<u>2,702,463</u>	<u>109,417</u>	<u>2,811,880</u>

5. Investment income

	Total funds 2022 £
Bank interest receivable	<u>-</u>

	Unrestricted funds 2021 £	Total funds 2021 £
Bank interest receivable	<u>84</u>	<u>84</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

6. Other incoming resources

	Unrestricted funds 2022 £	Total funds 2022 £
Profit on sale of tangible fixed assets	11,608	11,608

	Unrestricted funds 2021 £	Total funds 2021 £
Profit on sale of tangible fixed assets	3,171	3,171

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Passenger services	1,661,104	150,151	1,811,255
Furniture services	1,565,692	-	1,565,692
Other services	570,005	-	570,005
	<u>3,796,801</u>	<u>150,151</u>	<u>3,946,952</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

7. Analysis of expenditure on charitable activities (continued)

Summary by fund type (continued)

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Passenger services	1,078,300	475,732	1,554,032
Furniture services	1,004,757	-	1,004,757
Other services	500,039	-	500,039
	<u>2,583,096</u>	<u>475,732</u>	<u>3,058,828</u>

8. Auditors' remuneration

	2022 £	2021 £
Fees payable to the Group's auditor for the audit of the Group's annual accounts	10,145	9,655
Fees payable to the Group's auditor in respect of:		
All taxation advisory services not included above	110	105
All non-audit services not included above	1,480	1,405
	<u>1,480</u>	<u>1,405</u>

9. Staff costs

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Wages and salaries	1,879,032	1,461,551	1,879,032	1,461,551
Social security costs	134,280	96,545	134,280	96,545
Contribution to defined contribution pension schemes	58,661	44,843	58,661	44,843
	<u>2,071,973</u>	<u>1,602,939</u>	<u>2,071,973</u>	<u>1,602,939</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

9. Staff costs (continued)

The average number of persons employed by the Charity during the year was as follows:

	Group 2022 No.	Group 2021 No.	Charity 2022 No.	Charity 2021 No.
Passenger	62	58	62	58
Furniture	28	25	28	25
Training	2	2	2	2
Administration and support	17	17	17	17
	109	102	109	102

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2022 No.	Group 2021 No.
In the band £60,001 - £70,000	2	2
In the band £90,001 - £100,000	1	1

A significant contribution to the work of the charitable company is carried out by a pool of volunteer drivers, sales assistants, and administrators. Much of the work of the charitable company would be impossible without the generous gift of time, effort and commitment which voluntary workers provide.

In March 2022, the charitable company had around 59 volunteers, excluding those who give their time on boards and committees. Around 1 in 4 hours worked for the charitable company is unpaid.

Key Management Personnel Remuneration

The key management personnel of the parent charity during the year to 31 March 2022 comprised the Chief Executive Officer, Operations Director North, Operations Director South, Finance Director.

Total compensation of key management personnel in the year amounted to £295,545 (2021 - £255,643).

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no expenses were reimbursed or paid directly to any Trustees (2021 - £Nil).

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

11. Tangible fixed assets

Group and Charity

	Freehold property £	Short-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Total £
<i>Cost or valuation</i>					
At 1 April 2021	493,634	17,999	795,632	129,221	1,436,486
Additions	60,160	16,065	168,341	-	244,566
Disposals	-	-	(219,236)	-	(219,236)
At 31 March 2022	553,794	34,064	744,737	129,221	1,461,816
<i>Depreciation</i>					
At 1 April 2021	247,480	17,999	726,169	124,429	1,116,077
Charge for the year	14,504	803	51,948	4,792	72,047
On disposals	-	-	(217,705)	-	(217,705)
At 31 March 2022	261,984	18,802	560,412	129,221	970,419
<i>Net book value</i>					
At 31 March 2022	291,810	15,262	184,325	-	491,397
At 31 March 2021	246,154	-	69,463	4,792	320,409

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

12. Fixed asset investments

	Investments in subsidiary companies £
Charity	
Cost or valuation	
At 1 April 2021	1
At 31 March 2022	<u>1</u>
Net book value	
At 31 March 2022	1
At 31 March 2021	<u>1</u>

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered office or principal place of business	Class of shares	Holding
Community Minibuses Limited	4125371	Parkview House, Woodvale Road, HD6 4AB.	Ordinary	100%

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit/(Loss) for the period £	Net assets £
Community Minibuses Limited	154,474	(156,650)	(2,176)	10,831

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

13. Stocks

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Stocks	16,078	11,341	16,078	11,341

14. Debtors

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
<i>Due within one year</i>				
Trade debtors	156,827	241,682	156,827	241,682
Amounts owed by group undertakings	-	-	115,361	271,296
Other debtors	98,466	71,879	98,466	71,879
Prepayments and accrued income	367,411	187,077	367,411	187,077
	622,704	500,638	738,065	771,934

15. Creditors: Amounts falling due within one year

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade creditors	226,427	220,895	226,427	220,895
Other taxation and social security	-	25,099	-	25,099
Other creditors	19,693	16,612	19,693	16,611
Accruals and deferred income	231,639	141,946	231,639	141,946
	477,759	404,552	477,759	404,551

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

16. Statement of funds

Group statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Designated capital fund	295,000	-	-	272,000	567,000
General funds					
Revenue funds	1,705,434	3,128,618	(3,640,152)	(272,000)	921,900
Retained in subsidiary	13,005	154,474	(156,649)	-	10,830
	1,718,439	3,283,092	(3,796,801)	(272,000)	932,730
Total Unrestricted funds	2,013,439	3,283,092	(3,796,801)	-	1,499,730
Restricted funds					
Capital grants	163,146	-	(8,634)	-	154,512
Sandwell MBC - Adult and Community Services	-	14,112	(14,112)	-	-
Coronavirus job retention scheme grant	-	9,671	(9,671)	-	-
Kickstart	-	112,734	(112,734)	-	-
Education & Skills Council Traineeship	-	5,000	(5,000)	-	-
	163,146	141,517	(150,151)	-	154,512
Total of funds	2,176,585	3,424,609	(3,946,952)	-	1,654,242

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

16. Statement of funds (continued)

Group statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
Designated funds				
Designated capital fund	295,000	-	-	295,000
General funds				
Revenue funds	1,367,301	2,863,768	(2,525,635)	1,705,434
Retained in subsidiary	3,497	66,969	(57,461)	13,005
	<u>1,370,798</u>	<u>2,930,737</u>	<u>(2,583,096)</u>	<u>1,718,439</u>
Total Unrestricted funds	<u>1,665,798</u>	<u>2,930,737</u>	<u>(2,583,096)</u>	<u>2,013,439</u>
Restricted funds				
Capital grants	174,359	5,500	(16,713)	163,146
Sandwell MBC - Adult and Community Services	-	316,043	(316,043)	-
Coronavirus job retention scheme grant	-	109,417	(109,417)	-
Other	-	33,559	(33,559)	-
	<u>174,359</u>	<u>464,519</u>	<u>(475,732)</u>	<u>163,146</u>
Total of funds	<u><u>1,840,157</u></u>	<u><u>3,395,256</u></u>	<u><u>(3,058,828)</u></u>	<u><u>2,176,585</u></u>

16. Statement of funds (continued)

Capital grants relate to grants received to assist with the purchase of vehicles.

Sandwell MBC relates to grants received to assist with providing services in the Midlands.

Coronavirus job retention scheme grant relates to the government grant in response to furloughing employees in line with restrictions during the pandemic.

Kickstart relates to grants received to provide employability services for a number of young people. Funding was secured to assist in the delivery of skills training and in reimbursing wages of trainees.

Education and Skills Council Training Scheme relates to grants received to support the facilitation of placement opportunities as part of a wider scheme.

Other relates to smaller restricted income received to assist with providing the core services of the charity.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

17. Analysis of net assets between funds

Group analysis of net assets between funds - current period

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	336,885	154,512	491,397
Current assets	1,640,604	-	1,640,604
Creditors due within one year	(477,759)	-	(477,759)
Total	1,499,730	154,512	1,654,242

Group analysis of net assets between funds - prior period

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	157,263	163,146	320,409
Current assets	2,260,728	-	2,260,728
Creditors due within one year	(404,552)	-	(404,552)
Total	2,013,439	163,146	2,176,585

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

18. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2022 £	Group 2021 £
Net income/expenditure for the year (as per Statement of Financial Activities)	(522,343)	336,428
<i>Adjustments for:</i>		
Depreciation charges	72,047	80,542
Profit on the sale of fixed assets	(11,608)	(3,171)
Increase in stocks	(4,737)	(4,762)
Increase in debtors	(122,066)	(17,584)
Increase in creditors	73,207	33,793
<i>Net cash provided by/(used in) operating activities</i>	(515,500)	425,246

19. Analysis of cash and cash equivalents

	Group 2022 £	Group 2021 £
Cash in hand	1,001,822	1,748,749
<i>Total cash and cash equivalents</i>	1,001,822	1,748,749

20. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	1,748,749	(746,927)	1,001,822
	1,748,749	(746,927)	1,001,822

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

21. Capital commitments

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
<i>Contracted for but not provided in these financial statements</i>				
Acquisition of tangible fixed assets	464,486	-	464,486	-

22. Pension commitments

Community Transport participates in The Pensions Trust's Growth Plan ('the Plan'). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan.

Community Transport paid contributions at the rate of 6% during the year. Participating members are not required to contribute but can contribute AVC's. Total contributions for the year amounted to £59,130 (2021 - £44,843).

It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multiemployer scheme, where the total assets are aggregated for investment purposes, and benefits are paid out of the Plan's total assets.

At 31 March 2022, the Charitable Company had outstanding pension contributions of £18,049 (2021 - £9,024).

The Director commissions an actuarial valuation of the Plan every three years. The purpose of the actuarial valuation is to determine the funding position of the Plan by comparing assets with the past service liabilities as at the valuation date. Asset values are calculated by reference to market levels. Accrued past service liabilities are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

The rules of the Plan give the Director the power to require employers to pay additional contributions in order to ensure that the statutory funding objective under the Pensions Act 2004 is met.

The valuation results at 30 September 2018 were completed in 2019 and have been formalised. The valuation of the Plan was performed by a professionally qualified Actuary using the Projected Unit Method. The valuation revealed a shortfall of assets compared with a value of liabilities of £113m, equivalent to a funding level of 87%. Based upon the preliminary valuation, no additional contributions will be payable by Community Transport.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to the employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

22. Pension commitments (continued)

and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

Community Transport has been notified by The Pensions Trust of the estimated employer debt of £73,652 (2021 - £112,706) on withdrawal from the Plan based on the financial position of the Plan as at 31 March 2022. This amount is treated as a contingent liability.

23. Operating lease commitments

At 31 March 2022 the Group and the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Not later than 1 year	592,276	352,990	592,276	352,990
Later than 1 year and not later than 5 years	1,230,948	369,638	1,230,948	369,638
	<u>1,823,224</u>	<u>722,628</u>	<u>1,823,224</u>	<u>722,628</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Operating lease rentals	<u>619,692</u>	<u>397,452</u>	<u>619,692</u>	<u>397,452</u>

24. Related party transactions

The charitable company had no related party transactions to report in either year.

COMMUNITY TRANSPORT

England & Wales - Charity number 247331

Accounts



COMMUNITY TRANSPORT

(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Celebrating
57
years

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1 - 2
Trustees' Report	3 - 13
Independent Auditors' Report on the Financial Statements	14 - 17
Consolidated Statement of Financial Activities	18
Consolidated Balance Sheet	19 - 20
Charity Balance Sheet	21 - 22
Consolidated Statement of Cash Flows	23
Notes to the Financial Statements	24 - 42

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Akilah Akinola
Helen Marie Keenan (resigned 25 January 2021)
Ian David Kerr
Adam Gary Christopher Layland (appointed 25 January 2021)
Corinne Elizabeth Taylor, Vice Chair
Barry John Yeomans, Chair
Sueb Jabbar (appointed 25 May 2021)
Lesley Fleur Gorton (appointed 28 July 2021)

Company registered number

2118677

Charity registered number

247331

Registered office

Parkview House
Woodvale Road
Brighouse
West Yorkshire
HD6 4AB

Chief Executive Officer

Jo Beaumont

Independent auditors

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
West Yorkshire
BD19 3QB

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Bankers

Unity Trust Bank plc
Nine Brindleyplace
Birmingham
B1 2HB

Santander
Bridle Road
Bootle
Merseyside
L30 4GB

Legal advisors

Lupton Fawcett
Yorkshire House
East Parade
Leeds
West Yorkshire
LS1 5BD

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the consolidated audited financial statements of the group for the year 1 April 2020 to 31 March 2021. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the group and the Charity qualify as small under section 383 of the Companies Act 2006, the Group Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Community Transport is a Company Limited by Guarantee, registered in England and Wales, number 2118677, and a Registered Charity, number 247331. The Directors opted, at the time of incorporation to register the name "Community Transport" and not "Community Transport Limited".

Community Transport has a 100% shareholding in a trading company, Community Minibuses Limited (CML), number 4125371.

The Charity also uses several trading and brand names:

"CT Passenger" refers to the provision of passenger transport services.

"CT Office" refers to the provision of office furniture.

"CT Furniture" refers to the provision of domestic furniture.

"CT Training" refers to the provision of training.

● **Objectives and activities**

The Trustees have referred to the Charity Commission guidance on public benefit and the objects of the Company are charitable in the fields of social welfare, as defined in paragraph 3, (a) of the Memorandum and Articles of Association. The public benefit requirement is met through three areas of activity:

Passenger Services

Provision of accessible transport services to people who experience disability or limited mobility, or who are unable to use conventional transport. This includes door to door transport for those experiencing health conditions, enabling them to attend health appointments, visit friends or access other services. Provision of transport for community and voluntary groups also enables those groups to better support their own service users.

The provision of specialist door to door, rather than kerb to kerb transport allows people to have choice, independence, and to be able to participate in society. Supporting local community groups enables more people to be supported, by providing the means for each group to better support its own service users at an affordable cost.

Examples of our charitable work include:

The South Staffordshire Connect service which provides door to door transport for older residents living in rural areas of Staffordshire, who are unable to travel to shops, health clinics or to meet with friends.

The Hop to the Shops service in the northeast of England similarly provides transport for people who are unable to use public transport services, enabling them to socialise and to access local services.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

(continued)

Renal transport for dialysis patients across the West Midlands, supporting those who experience renal disease to regularly attend dialysis clinics and receive door to door transport in a way which alleviates some of the side effects of the treatment.

Points to Note

As travel was restricted in 2020/2021, the charity adapted its services to provide a door to door shopping delivery service for those passengers that were unable to travel.

As a result of the restrictions imposed during the pandemic Group Travel reduced significantly during this year, but saw some signs of increasing as restrictions were eased.

Furniture Services

Provision of affordable, donated domestic furniture for people on low incomes through regional hubs, and the provision of donated and bought in office and domestic furniture through retail shops in order to generate income to support our charitable activities.

Regional hubs in Wolverhampton and Newcastle East, provide affordable furniture for families on low incomes, and also support distribution of stock to retail shops in the West Midlands and North East respectively, where donated and bought in items are sold in order to generate income.

Examples of our charitable work include:

- Working with the NHS in the northeast to furnish homes for medical practitioners arriving from overseas.
- Working with social housing providers to supply furniture for people to move from rough sleeping into accommodation.

Training Services

External services includes the provision of minibus driving related training to community and voluntary groups, enhancing the skills of volunteers, and making use of accessible transport more affordable.

Internal services includes the provision of work experience training and development, supporting people to secure and sustain employment, in the areas in which Community Transport operates as well as internal training for the charity's staff and volunteers.

Points to Note:

The external demand for training reduced in 2020 due to national restrictions, however, internal training continued to be delivered where possible and Community Transport was successful in becoming a training provider as part of the national Kickstart Scheme in January 2021.

Support

A small central support team provides finance, human resource and governance support for operational teams.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

(continued)

● **Strategic plan**

Although Trustees and the Executive Leadership Team continued to develop the long term strategy of the charity they were naturally focussed on sustaining the organisation throughout the challenges of the Covid-19 pandemic.

We have been working in local communities since 1964, helping to transform lives and build better communities through the provision of accessible transport and the provision of affordable furniture.

The Board and Executive Leadership Team reviewed and refined the charity's values during 2020.

● **Values**

Community Transport's Values and Behaviours help us to achieve the vision and are as follows:

- Excellence in everything that Community Transport does, with continued improvements through listening, learning and innovation.
- Honesty - operating honestly with fairness and integrity.
- Diversity - respecting and ensuring equality of opportunity; in both its working environments and within the communities it operates in.
- Helpfulness - encouraging helpfulness in all areas, with the aim of benefitting others.

(continued)

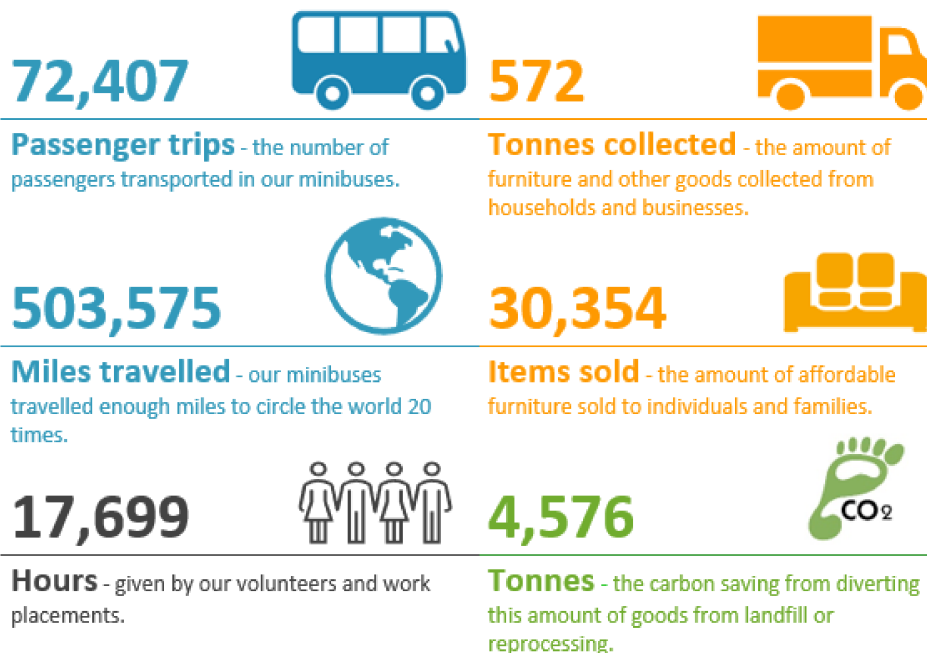
• Main achievements of the Charity

Community Transport achieved social impact in the following ways:

CELEBRATING
57
YEARS

OUR MISSION:	Create a better everyday life for local people.	
OUR VISION:	To be the go-to organisation for accessible transport and affordable furniture locally, in the areas where we work.	
OUR VALUES:	 EXCELLENCE	 DIVERSITY
	 HELPFULNESS	 HONESTY

Our Impact in the 12 months to March 2021



 **98.77%** **Customer satisfaction**
Our customer satisfaction across all our services.

Helping create a better everyday life
for local people since 1964.



















To find out more about how we make a difference visit: www.communitytransport.org

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
 FOR THE YEAR ENDED 31 MARCH 2021

(continued)

Operational Sites and Services

			
Blyth		 Domestic	
Newcastle Byker		 Domestic and Office	
Newcastle Elswick		 Domestic	
Peterlee		 Domestic	
Wolverhampton		 Domestic and Office	
West Bromwich		 Domestic	
Birmingham		 Domestic	
Coventry			

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

(continued)

● **Review of activities**

2020/2021 was an exceptionally challenging year for Community Transport, with the closure of shops for a significant proportion of the year and enforced lockdown for our staff and our customers as a result of the pandemic. This also required changes to our passenger services and led to a reduction in demand for training.

However, during this time the charity was resilient and innovative and further developed the ability to sell furniture online scaling up operations in April 2020, enabling around 50% of expected sales to be achieved despite physical shops being closed. Equally, we adapted passenger services to accommodate fewer passengers and to provide food delivery services for our vulnerable customers. This innovation, positive attitude and speed of action contributed to a positive end of year position.

The national furlough scheme was used, where necessary, at a number of sites, and retail grants helped to support the ongoing premises costs of all retail sites.

The charity significantly increased its marketing and promotion in 2020/2021, which included developing its website, rolling out new branding and increasing its use of social media to promote services and new developments.

Resources

Employment terms and conditions are set by and reviewed by the Board of Trustees and are implemented through the Chief Executive and Executive Leadership Team. The charity is an equal opportunities employer and aims to maintain a diverse and varied workforce with fair and transparent recruitment of the best people at the heart of its policies and practices. During the year, Community Transport became a Real Living Wage employer.

● **People**

Year to:	Employees (Average across the year)	Volunteers (Average across the year)
31 March 2020	100	70
31 March 2021	102	56

● **Average Headcount Expressed as Full Time Equivalent (FTE)**

	Year to 31 March 2021	Year to 31 March 2020
Management Team	12.0	12.0
Support Staff	12.9	7.7
Passenger Services Staff	25.9	29.7
Furniture Services Staff	16.4	15.7
Training Staff	1.0	1.0
TOTAL	68.2	66.1

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

(continued)

● **Fundraising activities and income generation**

The charity does not actively fundraise but appreciates cash donations from the sale of furniture. The charity does not use any professional fundraiser or commercial participator to carry out activities on the charity's behalf.

Due to not actively fundraising, the charity is not a participant of a voluntary scheme for regulating fundraising, or any voluntary standard of fundraising for the activities carried out on behalf of the charity. Should the charity at some point in the future, undertake a specific fundraising campaign or start to generate more income through fundraising, the trustees will look to sign up to the voluntary fundraising code.

Financial review

● **Going concern**

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2021 of £1,748,749. The group's services achieved a positive movement in unrestricted funds of £347,641. The current economic conditions have created an element of uncertainty over demand for the group's services. However the group's forecasts and projections, taking account of reasonable possible changes in performance, shows that the group is expected to have a sufficient level of financial resources available for at least the next 12 months and therefore the Trustees believe that the group is well placed to manage its business risks successfully despite the economic uncertainty. After making enquiries, the Trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future.

The Trustees have considered the impact of Covid-19 on the Charity's income and beneficiaries, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have plans in place to deal with and mitigate any financial losses that may arise. The Trustees therefore consider that the level of reserves for the charity are adequate. The Trustees continue to adopt the going concern basis of preparation for these financial statements.

● **Reserves policy**

Total reserves held at 31 March 2021 increased by £336,428 to £2,176,585 with restricted funds reducing from £174,359 in 2019/20 to £163,146 in 2020/21.

The Board of Community Transport aims to develop a prudent level of reserves, some of which are designated for specific purposes. The table below summarises the current status of unrestricted reserves:

	2021 £'000	2020 £'000
Total unrestricted reserves	2,013	1,666
Less: designated funds	(295)	(295)
Less: unrestricted fixed assets	(157)	(192)
Free reserves	1,561	1,179

The charitable company seeks to keep a surplus in interest-earning accounts for working capital purposes and then transfers cash as required to the current accounts to meet obligations.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Free reserves

Free reserves provide liquidity that reduces to a minimum the need for short or long term borrowing and the levels of interest or debt associated, thus serving as a protection in the face of unexpected trading variations or cost increases. A target of £500,000 in free reserves has been set to allow for 2 to 3 months operating expenditure. The charitable company's intention is to generate annual surpluses in the medium term to maintain this target.

It should be noted that the protection of free reserves covers the 6 principal metropolitan districts in which the charitable company operates. It would therefore be reasonable to take 16.67% as an average apportionment to any one district.

Designated funds

Community Transport maintains a capital fund available to underpin capital investment, either in the form of capital purchases, bank loans or operating leases, in particular this fund is designed to reduce maintenance expenditure on older vehicles and to move, as opportunities arise, to more appropriate operating sites. The level of this fund is set at £295K as at 31 March 2021. It is expected that this will be expended as follows:

Passenger Vehicles: £131K

Goods Vehicles: £50K

Dilapidations and Acquisition of alternative and new sites: £59K

Repairs to existing sites: £30K

Investment in IT systems: £25K

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

● **Principal risks and uncertainties**

The Board of Trustees places the utmost importance on managing risk, and receives and approves all strategic governance policies, the risk register and governance schedule bi-annually.

The following include major risk areas to which the Charity is exposed and the dates of which they have been revised and approved:

- Corporate financial risks – forward planning and contract reviews ensure that a broader picture of existing and potential contract income is maintained; contract income may cease before scheduled contract re-tendering or end dates and so remains an ongoing risk.
- Health and Safety – the policy and procedures are reviewed annually or as required in response to legislative changes, by a NEBOSH qualified Health and Safety Manager. An audit by the Health and Safety Executive (HSE) in this period resulted in a positive report on safety standards at Community Transport.
- Fleet management – both qualified Transport Managers completed their refresher training in 2018/2019 and work together to ensure that the fleet is fully compliant. Maintenance providers are reviewed and monitored for quality and value for money on a regular basis.
- Human Resource practices – policies are continually reviewed by a qualified HR professional against legislation to ensure compliance, and to ensure that they are appropriate, consistently applied and proportionate in supporting a strong and committed workforce comprising paid employees, volunteers and work placements.
- Covid-19 - the trustees have reviewed the impact of the pandemic on the charity's income and beneficiaries and are confident that they have plans in place to deal with and mitigate any financial losses that may arise.

CT achieved ISO 9001 status in October 2017 and continues to develop a document management system which allows for a more systematic review of operational policies and practices.

The Trustees believe that all major risks are being mitigated and review the risk register biannually, or more frequently in response to any changes to the major risk areas.

Structure, governance and management

● **Constitution**

The charity reviewed its Articles of Association in 2020, however due to the impact of the Covid 19 pandemic, confirmation of the changes sought was not received from the Charity Commission by 31 March 2021. In line with the existing Memorandum and Articles of Association, adopted at an EGM on 13 July 2010, overall responsibility for the company's activities is vested in the Board of Trustees, whose members also serve as the Charity's Trustees. The Board is limited to a maximum of 11 members, who may serve for up to three consecutive terms of three years each, followed by a break of at least one year before seeking re-election.

● **Methods of appointment or election of Trustees**

The Board is responsible for identifying and recruiting new Trustees (and Directors of CML) to support the interests of beneficiaries by virtue of skills, approach, experience and commitment to the objectives of the charity. The Board of Trustees is committed to constantly monitoring the number of Trustees, and reviews this formally at its last meeting of the calendar year. Induction training for new Trustees is provided by the Chair, Chief Executive and other staff members.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

● **Organisational structure and decision-making policies**

Oversight of the management of finance, capital assets and non-charitable trading vested in Community Minibuses Limited (CML) remains with the full Board of Trustees, supported by a Board of Directors of CML and a Finance Committee.

Overall responsibility for leadership of the Company is vested in a Chief Executive, who is responsible for business development and implementation of the strategy. The Chief Executive leads an Executive Leadership Team of 6 people.

Plans for future periods

In the coming year, Community Transport plans to expand its services within the regions in which it already has a presence, incorporating marketing, volunteering and training strategies to support that. A key focus in the coming year will be on ensuring that the right resources are in place to expand existing services and develop new opportunities, including a CT Travel Club offering passenger led transport for social and recreational purposes.

For each division the main challenges and opportunities for the coming year are:

CT Furniture services will relocate from warehouse settings to retail shops in Birmingham and Newcastle West, and will seek to open additional shops in both the North East and West Midlands, supported by a warehouse in each region that provides a support hub for those retail sites. It intended that warehouses will continue to satisfy charitable aims in providing affordable furniture for those in need, whilst the retail shops will be commercial in nature, generating income to support charitable activity. Furniture sales will continue to be marketed online, with investment in skills and resources to deliver this.

CT Passenger will focus on returning to traditional charitable passenger services aimed at preventing isolation and loneliness, and the development of both scheduled bus services and a CT Travel Club.

CT Training will aspire to expand its training provision to offer a wrap-around programme of practical driving based training with safety, customer service and health related training. Development of a driving apprenticeship will encourage younger adults to enter the sector and join the charity.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Charity and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Auditors

The auditors, BHP LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:


Barry J Yeomans (Sep 30, 2021 17:09 GMT+1)

Barry John Yeomans
(Chair of Trustees)

Date: Sep 30, 2021

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT

Opinion

We have audited the financial statements of Community Transport (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 31 March 2021 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group's or the parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT (CONTINUED)

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT (CONTINUED)

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the group and the sector in which it operates and considered the risk of acts by the group that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We focused on laws and regulations, relevant to the group, which could give rise to a material misstatement in the financial statements. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management, review of minutes and legal expenses. There are inherent limitations in the audit procedures described and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it.

As part of our audit, we addressed the risk of management override of internal controls, including testing of journals and review of nominal ledger. We evaluated whether there was evidence of bias by the Trustees that represented a risk of material misstatement due to fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY TRANSPORT (CONTINUED)

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Lesley Kendrew (Senior Statutory Auditor)

for and on behalf of

BHP LLP

New Chartford House

Centurion Way

Cleckheaton

West Yorkshire

BD19 3QB

Date: Oct 1, 2021

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	225,019	355,102	580,121	377,314
Charitable activities	4	2,702,463	109,417	2,811,880	2,782,125
Investments	5	84	-	84	310
Other income	6	3,171	-	3,171	942
Total income		2,930,737	464,519	3,395,256	3,160,691
Expenditure on:					
Charitable activities	7	2,583,096	475,732	3,058,828	2,973,268
Total expenditure		2,583,096	475,732	3,058,828	2,973,268
Net movement in funds		347,641	(11,213)	336,428	187,423
Reconciliation of funds:					
Total funds brought forward		1,665,798	174,359	1,840,157	1,652,734
Net movement in funds		347,641	(11,213)	336,428	187,423
Total funds carried forward		2,013,439	163,146	2,176,585	1,840,157

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 24 to 42 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	320,409	366,426
		<u>320,409</u>	<u>366,426</u>
Current assets			
Stocks	13	11,341	6,579
Debtors	14	500,638	473,107
Cash at bank and in hand	19,20	1,748,749	1,368,883
		<u>2,260,728</u>	<u>1,848,569</u>
Creditors: amounts falling due within one year	15	(404,552)	(374,838)
		<u>1,856,176</u>	<u>1,473,731</u>
Net current assets		1,856,176	1,473,731
Total assets less current liabilities		2,176,585	1,840,157
Total net assets		2,176,585	1,840,157
Charity funds			
Restricted funds	16,17	163,146	174,359
Unrestricted funds	16,17	2,013,439	1,665,798
		<u>2,176,585</u>	<u>1,840,157</u>
Total funds		2,176,585	1,840,157

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Barry J Yeomans

Barry J Yeomans (Sep 30, 2021 17:09 GMT+1)

Barry John Yeomans

(Chair of Trustees)

Date: Sep 30, 2021

The notes on pages 24 to 42 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 2118677

COMPANY BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	320,409	366,426
Investments	12	1	1
		<u>320,410</u>	<u>366,427</u>
Current assets			
Stocks	13	11,341	6,579
Debtors	14	771,934	753,966
Cash at bank and in hand		1,464,446	1,084,526
		<u>2,247,721</u>	<u>1,845,071</u>
Creditors: amounts falling due within one year	15	(404,552)	(374,838)
Net current assets		<u>1,843,169</u>	<u>1,470,233</u>
Total assets less current liabilities		<u>2,163,579</u>	<u>1,836,660</u>
Total net assets		<u>2,163,579</u>	<u>1,836,660</u>
Charity funds			
Restricted funds	16	163,146	174,359
Unrestricted funds	16	2,000,433	1,662,301
Total funds		<u>2,163,579</u>	<u>1,836,660</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

COMPANY BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The Charity's net movement in funds for the year was £326,919 (2020 - £188,591).

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Barry J Yeomans

Barry J Yeomans (Sep 30, 2021 17:09 GMT+1)

Barry John Yeomans

(Chair of Trustees)

Date: Sep 30, 2021

The notes on pages 24 to 42 form part of these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net cash used in operating activities	425,246	301,743
	<hr/>	<hr/>
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	3,171	942
Purchase of tangible fixed assets	(34,525)	(15,800)
	<hr/>	<hr/>
Net cash used in investing activities	(31,354)	(14,858)
	<hr/>	<hr/>
Cash flows from financing activities		
Repayments of borrowing	(14,026)	(18,251)
	<hr/>	<hr/>
Net cash used in financing activities	(14,026)	(18,251)
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	379,866	268,634
Cash and cash equivalents at the beginning of the year	1,368,883	1,100,249
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	1,748,749	1,368,883
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 24 to 42 form part of these financial statements

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

The charitable company is a company limited by guarantee. The registered office is Parkview House, Woodvale Road, Brighouse, West Yorkshire, HD6 4AB. The members of the charitable company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 Going concern

The group meets its day to day working capital requirements through its bank current accounts which had funds at 31 March 2021 of £1,748,749. The group's services achieved a positive movement in unrestricted funds of £347,641. The current economic conditions have created an element of uncertainty over demand for the group's services. However, the group's forecasts and projections, taking account of reasonable possible changes in performance, shows that the group is expected to have a sufficient level of financial resources available for at least the next 12 months and therefore the Trustees believe that the group is well placed to manage its business risks successfully despite the economic uncertainty. After making enquiries, the Trustees have a reasonable expectation that the group has adequate resources to continue in operational existence for the foreseeable future.

The Trustees have considered the impact of Covid-19 on the Charity's income and beneficiaries, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have plans in place to deal with and mitigate any financial losses that may arise. During the year the charitable company took advantage of government support in the form of the CJRS grant income and COVID support grants. The Trustees therefore consider that the level of reserves for the charity are adequate. The Trustees continue to adopt the going concern basis of preparation for these financial statements.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.3 Income

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 income receivable can be measured reliably.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Consolidated Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Consolidated Statement of Financial Activities as the related expenditure is incurred.

Grants received in relation to the government Coronavirus Job Retention Scheme (Furlough) have been recognised within other operating income. The grant is accounted for on the accruals basis once the related payroll return has been submitted.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method (unless otherwise stated).

Depreciation is provided on the following bases:

Freehold property	- 2% straight line basis
Short-term leasehold property	- Over the period of the lease
Motor vehicles	- 20% straight line basis
Fixtures and fittings	- 10% - 25% straight line basis

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.13 Financial instruments

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.14 Pensions

The charitable company operates a funded pension scheme (see note 21). Employer contributions are charged to the Statement of Financial Activities as incurred.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	-	33,559	33,559
Grants	225,019	321,543	546,562
	<hr/> 225,019 <hr/>	<hr/> 355,102 <hr/>	<hr/> 580,121 <hr/>
	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Donations	-	36,759	36,759
Grants	159,098	181,457	340,555
	<hr/> 159,098 <hr/>	<hr/> 218,216 <hr/>	<hr/> 377,314 <hr/>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Revenue grants	-	-	-
Service income	2,702,463	-	2,702,463
Coronavirus job retention scheme	-	109,417	109,417
	<u>2,702,463</u>	<u>109,417</u>	<u>2,811,880</u>

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Revenue grants	-	749	749
Service income	2,781,376	-	2,781,376
	<u>2,781,376</u>	<u>749</u>	<u>2,782,125</u>

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Bank interest receivable	84	84
	<u>84</u>	<u>84</u>

	Unrestricted funds 2020 £	Total funds 2020 £
Bank interest receivable	310	310
	<u>310</u>	<u>310</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

6. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £
Profit on sale of tangible fixed assets	3,171	3,171

	Unrestricted funds 2020 £	Total funds 2020 £
Profit on sale of tangible fixed assets	942	942

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Passenger services	1,078,300	475,732	1,554,032
Furniture services	1,004,757	-	1,004,757
Other services	500,039	-	500,039
	2,583,096	475,732	3,058,828

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

7. Analysis of expenditure on charitable activities (continued)

Summary by fund type (continued)

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Passenger services	1,206,087	372,675	1,578,762
Furniture services	977,517	-	977,517
Other services	416,989	-	416,989
	<u>2,600,593</u>	<u>372,675</u>	<u>2,973,268</u>

8. Auditors' remuneration

	2021 £	2020 £
Fees payable to the Group's auditor for the audit of the Group's annual accounts	9,655	8,700
Fees payable to the Group's auditor in respect of:		
All taxation advisory services not included above	105	100
All non-audit services not included above	1,405	1,350
	<u>1,405</u>	<u>1,350</u>

9. Staff costs

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Wages and salaries	1,461,551	1,360,543	1,461,551	1,360,543
Social security costs	96,545	88,060	96,545	88,060
Contribution to defined contribution pension schemes	44,843	39,617	44,843	39,617
	<u>1,602,939</u>	<u>1,488,220</u>	<u>1,602,939</u>	<u>1,488,220</u>

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9. Staff costs (continued)

The average number of persons employed by the Charity during the year was as follows:

	Group 2021 No.	Group 2020 No.
Total	102	100

The average headcount expressed as full-time equivalents was:

	Group 2021 No.	Group 2020 No.	Charity 2021 No.	Charity 2020 No.
Passenger services	26	30	26	30
Furniture services	16	16	16	16
Training services	1	1	1	1
Administration and support	25	19	25	19
	68	66	68	66

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2021 No.	Group 2020 No.
In the band £60,001 - £70,000	2	-
In the band £70,001 - £80,000	-	1
In the band £90,001 - £100,000	1	-

A significant contribution to the work of the charitable company is carried out by a pool of volunteer and trainee drivers, assistants, administrators and supporters. Much of the work of the charitable company would be impossible without the generous gift of time, effort and commitment which voluntary workers provide.

In March 2021, the charitable company had around 56 volunteers, excluding those who give their time on steering groups, Partnership Groups and the Board itself. Around 1 in 4 hours worked for the charitable company is unpaid.

Key Management Personnel Remuneration

The key management personnel of the parent charity during the year to 31 March 2021 comprised the Chief Executive, Operations Director North, Operations Director South, Finance Director, Regional Business Development Manager South and Regional Business Development Manager North.

Total compensation of key management personnel in the year amounted to £349,068 (2020 - £286,051).

In 20/21 a comprehensive benchmarking exercise was undertaken for the senior management team to review and implement salary changes. The Finance Director joined in November 20, in the previous accounts the previous Head of Finance left part way through 19/20.

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £Nil were reimbursed or paid directly to no Trustees (2020 - £1,039 to 2 Trustees).

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

11. Tangible fixed assets

Group and Charity

	Freehold property £	Short-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation					
At 1 April 2020	493,634	17,999	852,835	129,221	1,493,689
Additions	-	-	34,525	-	34,525
Disposals	-	-	(91,728)	-	(91,728)
At 31 March 2021	493,634	17,999	795,632	129,221	1,436,486
Depreciation					
At 1 April 2020	237,488	17,999	756,634	115,142	1,127,263
Charge for the year	9,992	-	61,263	9,287	80,542
On disposals	-	-	(91,728)	-	(91,728)
At 31 March 2021	247,480	17,999	726,169	124,429	1,116,077
Net book value					
At 31 March 2021	246,154	-	69,463	4,792	320,409
At 31 March 2020	256,146	-	96,201	14,079	366,426

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

12. Fixed asset investments

	Investments in subsidiary companies £
Charity	
Cost or valuation	
At 1 April 2020	1
At 31 March 2021	<u>1</u>
Net book value	
At 31 March 2021	1
At 31 March 2020	<u>1</u>

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered office or principal place of business	Class of shares	Holding
Community Minibuses Limited	4125371	2nd Floor Parkview House, Woodvale Road, HD6 4AB.	Ordinary	100%

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit/(Loss) for the period £	Net assets £
Community Minibuses Limited	66,969	(57,460)	9,509	13,007

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

13. Stocks

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Stocks	11,341	6,579	11,341	6,579

14. Debtors

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
<i>Due within one year</i>				
Trade debtors	241,682	200,463	241,682	200,463
Amounts owed by group undertakings	-	-	271,296	280,859
Other debtors	71,879	55,370	71,879	55,370
Prepayments and accrued income	187,077	217,274	187,077	217,274
	500,638	473,107	771,934	753,966

15. Creditors: Amounts falling due within one year

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Bank loans	-	14,026	-	14,026
Trade creditors	220,895	221,705	220,895	221,705
Other taxation and social security	25,099	19,420	25,099	19,420
Other creditors	16,612	7,461	16,612	7,461
Accruals and deferred income	141,946	112,226	141,946	112,226
	404,552	374,838	404,552	374,838

The loan was repayable over 15 years from January 2006 in installments that were calculated to pay off the capital and interest over that period. The interest rate fluctuated at 2% over bank base rate. The loan was secured on a freehold property owned by the Charitable Company. The purpose of the loan was to assist in the purchase and refurbishment of units 17 & 18 Barton park, Bilston. The loan was fully paid off during the year.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

16. Statement of funds

Group statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
<i>Unrestricted funds</i>				
<i>Designated funds</i>				
Designated capital fund	295,000	-	-	295,000
<i>General funds</i>				
Revenue funds	1,367,301	2,863,768	(2,525,635)	1,705,434
Retained in subsidiary	3,497	66,969	(57,461)	13,005
	1,370,798	2,930,737	(2,583,096)	1,718,439
Total Unrestricted funds	1,665,798	2,930,737	(2,583,096)	2,013,439
<i>Restricted funds</i>				
Capital grants	174,359	5,500	(16,713)	163,146
Sandwell MBC - Adult and Community Services	-	316,043	(316,043)	-
Coronavirus job retention scheme grant	-	109,417	(109,417)	-
Other	-	33,559	(33,559)	-
	174,359	464,519	(475,732)	163,146
Total of funds	1,840,157	3,395,256	(3,058,828)	2,176,585

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

16. Statement of funds (continued)

Group statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Unrestricted funds					
Designated funds					
Designated capital fund	364,477	-	-	(69,477)	295,000
General funds					
Revenue funds	1,111,980	2,741,249	(2,555,405)	69,477	1,367,301
Retained in subsidiary	4,665	44,020	(45,188)	-	3,497
	<u>1,116,645</u>	<u>2,785,269</u>	<u>(2,600,593)</u>	<u>69,477</u>	<u>1,370,798</u>
Total Unrestricted funds	<u>1,481,122</u>	<u>-</u>	<u>(2,600,593)</u>	<u>-</u>	<u>1,665,798</u>
Restricted funds					
Capital grants	171,612	25,000	(22,253)	-	174,359
Sandwell MBC - Adult and Community Services	-	312,914	(312,914)	-	-
Coronavirus job retention scheme grant	-	37,508	(37,508)	-	-
	<u>171,612</u>	<u>375,422</u>	<u>(372,675)</u>	<u>-</u>	<u>174,359</u>
Total of funds	<u>1,652,734</u>	<u>375,422</u>	<u>(2,973,268)</u>	<u>-</u>	<u>1,840,157</u>

Capital grants relate to grants received to assist with the purchase of vehicles.

Sandwell MBC relates to grants received to assist with providing services in the Midlands.

Coronavirus job retention scheme grant relates to the government grant in response to furloughing employees in line with restrictions during the pandemic.

Other relates to smaller restricted income received to assist with providing the core services of the charity.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

17. Analysis of net assets between funds

Group analysis of net assets between funds - current period

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	157,263	163,146	320,409
Current assets	2,305,795	-	2,305,795
Creditors due within one year	(449,619)	-	(449,619)
Total	2,013,439	163,146	2,176,585

Group analysis of net assets between funds - prior period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	192,067	174,359	366,426
Current assets	1,848,569	-	1,848,569
Creditors due within one year	(374,838)	-	(374,838)
Total	1,665,798	174,359	1,840,157

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH 2021

18. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2021 £	Group 2020 £
Net income for the year (as per Statement of Financial Activities)	336,428	187,423
Adjustments for:		
Depreciation charges	80,542	97,823
Profit on the sale of fixed assets	(3,171)	(942)
Decrease/(increase) in stocks	(4,762)	1,668
Increase in debtors	(17,584)	(7,450)
Increase in creditors	33,793	23,221
Net cash provided by operating activities	425,246	301,743

19. Analysis of cash and cash equivalents

	Group 2021 £	Group 2020 £
Cash in hand	1,748,749	1,368,883
Total cash and cash equivalents	1,748,749	1,368,883

20. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	1,368,883	379,866	1,748,749
Debt due within 1 year	(14,026)	14,026	-
	1,354,857	393,892	1,748,749

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

21. Pension commitments

Community Transport participates in The Pensions Trust's Growth Plan ('the Plan'). The Plan is funded and is not contracted-out of the State scheme. The Plan is a multi-employer pension plan.

Community Transport paid contributions at the rate of 6% during the year. Participating members are not required to contribute but can contribute AVC's. Total contributions for the year amounted to £44,843 (2020 - £39,617).

It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multiemployer scheme, where the total assets are aggregated for investment purposes, and benefits are paid out of the Plan's total assets.

At 31 March 2021, the Charitable Company had outstanding pension contributions of £9,024 (2020 - £nil).

The Director commissions an actuarial valuation of the Plan every three years. The purpose of the actuarial valuation is to determine the funding position of the Plan by comparing assets with the past service liabilities as at the valuation date. Asset values are calculated by reference to market levels. Accrued past service liabilities are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

The rules of the Plan give the Director the power to require employers to pay additional contributions in order to ensure that the statutory funding objective under the Pensions Act 2004 is met.

The valuation results at 30 September 2018 were completed in 2019 and have been formalised. The valuation of the Plan was performed by a professionally qualified Actuary using the Projected Unit Method. The valuation revealed a shortfall of assets compared with a value of liabilities of £113m, equivalent to a funding level of 87%. Based upon the preliminary valuation, no additional contributions will be payable by Community Transport.

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Plan and The Pensions Act 2011 has more recently altered the definition of Series 3 of the Growth Plan so that a liability arises to employers from membership of any Series except Series 4. The debt is due in the event of the employer ceasing to participate in the Plan or the Plan winding up.

The leaving employer's share of the buy-out debt is the proportion of the Plan's liability attributable to employment with the leaving employer compared to the total amount of the Plan's liabilities (relating to the employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of debt therefore depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

Community Transport has been notified by The Pensions Trust of the estimated employer debt of £112,706 (2020 - £121,346) on withdrawal from the Plan based on the financial position of the Plan as at 31 March 2021. This amount is treated as a contingent liability.

COMMUNITY TRANSPORT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

22. Operating lease commitments

At 31 March 2021 the Group and the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Not later than 1 year	352,990	262,612	352,990	262,612
Later than 1 year and not later than 5 years	369,638	365,820	369,638	365,820
	722,628	628,432	722,628	628,432

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Operating lease rentals	397,452	411,512	397,452	411,512
	-	-	-	-

23. Related party transactions

The charitable company had no related party transactions to report in either year.