



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

---

**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.

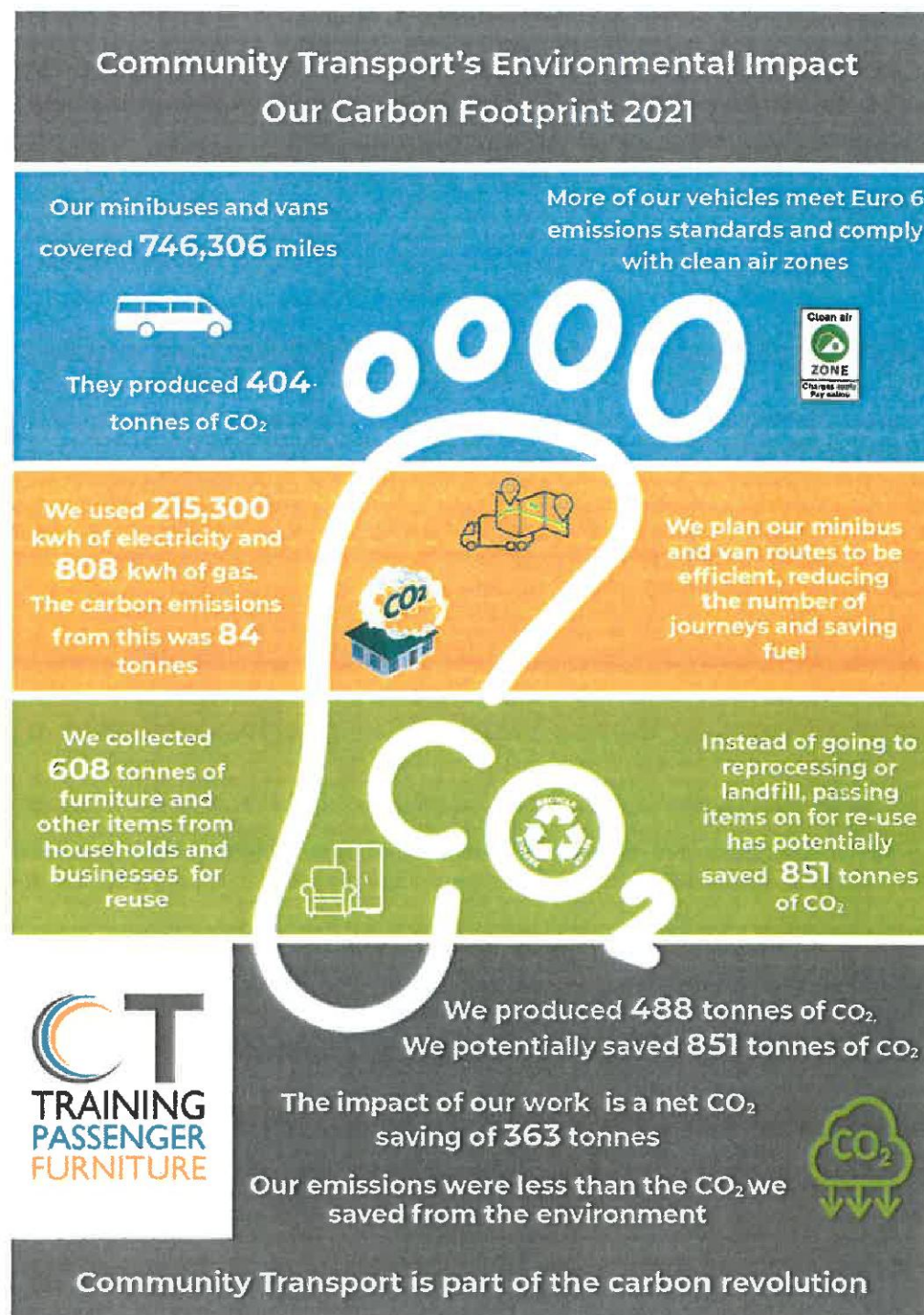
**Support**

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	102	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

**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 £'000	2021 £'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.

**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.



**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](http://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**

	<b>Note</b>	<b>Unrestricted funds 2022 £</b>	<b>Restricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
<b>Income from:</b>					
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
<b>Total income</b>		<b>3,283,092</b>	<b>141,517</b>	<b>3,424,609</b>	<b>3,395,256</b>
<b>Expenditure on:</b>					
Charitable activities	7	3,796,801	150,151	3,946,952	3,058,828
<b>Total expenditure</b>		<b>3,796,801</b>	<b>150,151</b>	<b>3,946,952</b>	<b>3,058,828</b>
<b>Net movement in funds</b>		<b>(513,709)</b>	<b>(8,634)</b>	<b>(522,343)</b>	<b>336,428</b>
<b>Reconciliation of funds:</b>					
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
<b>Total funds carried forward</b>		<b>1,499,730</b>	<b>154,512</b>	<b>1,654,242</b>	<b>2,176,585</b>

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**

	<b>Note</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Fixed assets</b>			
Tangible assets	11	<b>491,397</b>	320,409
<b>Current assets</b>			
Stocks	13	<b>16,078</b>	11,341
Debtors	14	<b>622,704</b>	500,638
Cash at bank and in hand		<b>1,001,822</b>	1,748,749
		<b>1,640,604</b>	2,260,728
Creditors: amounts falling due within one year	15	<b>(477,759)</b>	(404,552)
<b>Net current assets</b>		<b>1,162,845</b>	1,856,176
<b>Total net assets</b>		<b>1,654,242</b>	2,176,585
<b>Charity funds</b>			
Restricted funds	16,17	<b>154,512</b>	163,146
Unrestricted funds	16,17	<b>1,499,730</b>	2,013,439
<b>Total funds</b>		<b>1,654,242</b>	2,176,585

---

**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**

	<b>Note</b>	<b>2022</b> <b>£</b>	<b>2021</b> <b>£</b>
<b>Fixed assets</b>			
Tangible assets	11	<b>491,397</b>	320,409
Investments	12	<b>1</b>	1
		<b>491,398</b>	320,410
<b>Current assets</b>			
Stocks	13	<b>16,078</b>	11,341
Debtors	14	<b>738,065</b>	771,934
Cash at bank and in hand		<b>875,630</b>	1,464,446
		<b>1,629,773</b>	2,247,721
Creditors: amounts falling due within one year	15	<b>(477,759)</b>	(404,551)
<b>Net current assets</b>		<b>1,152,014</b>	1,843,170
<b>Total net assets</b>		<b>1,643,412</b>	2,163,580
<b>Charity funds</b>			
Restricted funds	16	<b>154,512</b>	163,146
Unrestricted funds	16	<b>1,488,900</b>	2,000,434
<b>Total funds</b>		<b>1,643,412</b>	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 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	(515,500)	425,246
<b>Cash flows from investing activities</b>		
Proceeds from the sale of tangible fixed assets	13,139	3,171
Purchase of tangible fixed assets	(244,566)	(34,525)
<b>Net cash used in investing activities</b>	(231,427)	(31,354)
<b>Cash flows from financing activities</b>		
Repayments of borrowing	-	(14,026)
<b>Net cash provided by/(used in) financing activities</b>	-	(14,026)
<b>Change in cash and cash equivalents in the year</b>	(746,927)	379,866
Cash and cash equivalents at the beginning of the year	1,748,749	1,368,883
<b>Cash and cash equivalents at the end of the year</b>	1,001,822	1,748,749

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.

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	-

	Unrestricted funds 2021 £	Total funds 2021 £
Bank interest receivable	84	84

**COMMUNITY TRANSPORT**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**6. Other incoming resources**

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

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Profit on sale of tangible fixed assets	3,171	3,171

**7. Analysis of expenditure on charitable activities**

***Summary by fund type***

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

**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	<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:

	<b>Group 2022 No.</b>	<b>Group 2021 No.</b>	<b>Charity 2022 No.</b>	<b>Charity 2021 No.</b>
Passenger	62	58	62	58
Furniture	28	25	28	25
Training	2	2	2	2
Administration and support	17	17	17	17
	<b>109</b>	<b>102</b>	<b>109</b>	<b>102</b>

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

	<b>Group 2022 No.</b>	<b>Group 2021 No.</b>
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 £
<b><i>Cost or valuation</i></b>					
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
<b><i>Depreciation</i></b>					
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
<b><i>Net book value</i></b>					
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**

	<b>Investments in subsidiary companies £</b>
<b>Charity</b>	
<b>Cost or valuation</b>	
At 1 April 2021	1
At 31 March 2022	1
<b>Net book value</b>	
At 31 March 2022	1
At 31 March 2021	1

**Principal subsidiaries**

The following was a subsidiary undertaking of the Charity:

<b>Name</b>	<b>Company number</b>	<b>Registered office or principal place of business</b>	<b>Class of shares</b>	<b>Holding</b>
Community Minibuses Limited	4125371	Parkview House, Woodvale Road, HD6 4AB.	Ordinary	100%

The financial results of the subsidiary for the year were:

<b>Name</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Profit/(Loss) for the period £</b>	<b>Net assets £</b>
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**

	<b>Group 2022 £</b>	<b>Group 2021 £</b>	<b>Charity 2022 £</b>	<b>Charity 2021 £</b>
Stocks	<b>16,078</b>	11,341	<b>16,078</b>	11,341

**14. Debtors**

	<b>Group 2022 £</b>	<b>Group 2021 £</b>	<b>Charity 2022 £</b>	<b>Charity 2021 £</b>
<i><b>Due within one year</b></i>				
Trade debtors	<b>156,827</b>	241,682	<b>156,827</b>	241,682
Amounts owed by group undertakings	-	-	<b>115,361</b>	271,296
Other debtors	<b>98,466</b>	71,879	<b>98,466</b>	71,879
Prepayments and accrued income	<b>367,411</b>	187,077	<b>367,411</b>	187,077
	<b>622,704</b>	500,638	<b>738,065</b>	771,934

**15. Creditors: Amounts falling due within one year**

	<b>Group 2022 £</b>	<b>Group 2021 £</b>	<b>Charity 2022 £</b>	<b>Charity 2021 £</b>
Trade creditors	<b>226,427</b>	220,895	<b>226,427</b>	220,895
Other taxation and social security	-	25,099	-	25,099
Other creditors	<b>19,693</b>	16,612	<b>19,693</b>	16,611
Accruals and deferred income	<b>231,639</b>	141,946	<b>231,639</b>	141,946
	<b>477,759</b>	404,552	<b>477,759</b>	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 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Designated capital fund	295,000	-	-	272,000	567,000
<b>General funds</b>					
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
<b>Total Unrestricted funds</b>	2,013,439	3,283,092	(3,796,801)	-	1,499,730
<b>Restricted funds</b>					
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
<b>Total of funds</b>	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 £
<b>Unrestricted funds</b>				
<b>Designated funds</b>				
Designated capital fund	295,000	-	-	295,000
<b>General funds</b>				
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
<b>Total Unrestricted funds</b>	1,665,798	2,930,737	(2,583,096)	2,013,439
<b>Restricted funds</b>				
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
<b>Total of funds</b>	1,840,157	3,395,256	(3,058,828)	2,176,585

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

---

**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)
<b>Total</b>	<b>1,499,730</b>	<b>154,512</b>	<b>1,654,242</b>

**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)
<b>Total</b>	<b>2,013,439</b>	<b>163,146</b>	<b>2,176,585</b>

**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)	<b>(522,343)</b>	336,428
<i>Adjustments for:</i>		
Depreciation charges	72,047	80,542
Profit on the sale of fixed assets	<b>(11,608)</b>	(3,171)
Increase in stocks	<b>(4,737)</b>	(4,762)
Increase in debtors	<b>(122,066)</b>	(17,584)
Increase in creditors	73,207	33,793
<i>Net cash provided by/(used in) operating activities</i>	<b>(515,500)</b>	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>	<b>1,001,822</b>	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	<b>(746,927)</b>	1,001,822
	<b>1,748,749</b>	<b>(746,927)</b>	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><b>Contracted for but not provided in these financial statements</b></i>				
Acquisition of tangible fixed assets	<b>464,486</b>	-	<b>464,486</b>	-

**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:

	<b>Group 2022 £</b>	<b>Group 2021 £</b>	<b>Charity 2022 £</b>	<b>Charity 2021 £</b>
Not later than 1 year	<b>592,276</b>	352,990	<b>592,276</b>	352,990
Later than 1 year and not later than 5 years	<b>1,230,948</b>	369,638	<b>1,230,948</b>	369,638
	<b><u>1,823,224</u></b>	<u>722,628</u>	<b><u>1,823,224</u></b>	<u>722,628</u>

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

	<b>Group 2022 £</b>	<b>Group 2021 £</b>	<b>Charity 2022 £</b>	<b>Charity 2021 £</b>
Operating lease rentals	<b><u>619,692</u></b>	<u>397,452</u>	<b><u>619,692</u></b>	<u>397,452</u>

**24. Related party transactions**

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