

Company Registration Number: 01509231
Charity Number 280698

BRENT COMMUNITY TRANSPORT
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
31 MARCH 2024

GOLDWINS
Chartered Accountants & Statutory Auditor
75 Maygrove Road
West Hampstead
London NW6 2EG

BRENT COMMUNITY TRANSPORT
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

The trustees, who are also directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Brent Community Transport
Charity registration number	280698
Company registration number	01509231
Registered office	Office 301 10 Courtenay Road East Lane Business Park, Wembley London HA9 7ND

Trustees

The trustees who served the charity during the period were as follows:

Moses (Chair)
H J Sheppard
Nola Slater
Samantha Michele Banton
Elmay Donald

Auditor

Goldwins Limited
75 Maygrove Road
West Hampstead
London
NW6 2EG

Bankers

National Westminster
Kingsbury (A) Branch
567 Kingsbury Road
London, NW9 9EP

Solicitors

Withers LLP
16 Old Bailey
London EC4M 7EG

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association, dated 25th July 1980 and also registered with the Charity Commissioners on 21st August 1980.

Appointment, induction & training of Trustees

All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed.

Organisation

The charity is organised so that the directors meet regularly to manage its affairs. The day to day management of the organisation is overseen by the Chief Executive Officer (in the process of recruiting) and supported by a group of committed staff.

The Management Committee are responsible for:

- Ensuring good governance of the charity
- Overall management of the charity
- Oversee the budget for the year
- Approving signatories to the bank accounts

OBJECTIVES AND ACTIVITIES

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The principal object of the company is to provide and to promote the education and relieve the need, hardship, distress, sickness and mental or physical disabilities of persons resident or working in the London Borough of Brent and its surrounding districts:

1. Providing transport for such persons or for the removal and storage of their goods and chattels;
2. Providing transport for statutory authorities or voluntary organisations that are engaged in promoting such education and providing such relief;
3. Distributing to needy persons furniture which has been donated to Community Transport for that purpose.

Since the formation of the charity much has changed such as the lack of social housing since many social house holders exercised their right to buy their dwelling, under the Right to Buy scheme, the demographic change has had an impact on the community's resources, infrastructure, and overall development. The make up of the populated is clear to see as one group move out and a new group move in. We are no longer (unless things change in the future) providing a removal service for chattels and storage of furniture, and therefore we don't distribute furniture anymore. Notwithstanding our transport (minibus) services is still robust as ever.

PUBLIC BENEFIT

We have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing our aims and objectives and in planning our future services. In particular the board of trustees consider how our planned services will contribute to the aims and objectives they have set.

Organisation Mission Statement & Summary of Activities

Our mission is to help overcome social exclusion experienced by the more disadvantaged persons in our community by providing affordable and accessible transport to: disabled, elderly and needy individuals, voluntary & community organisations, Day centres, Nursing Homes, places of worship, Youth clubs, statutory and other organisations in order to make a difference & benefit the communities, disabled, elderly, young and other member and users of the services.

We aim to provide sustainable transport solutions and are continuously monitoring the effects of our organization on the environment by putting in place measures to reduce our carbon footprint.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Risk management

We continue to review our risk management strategy:

- a) An annual review of the risks the charity may face;
- b) The establishment of systems and procedures to mitigate those risks identified in the plan;
- c) The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.
- d) All Trustees and decision-making managers should declare & sign conflict of interest.

The Trustees have analysed the risk of charity operations to identify possible risks and accordingly take required actions or have plans in place to tackle the risks. The table below identifies possible risks and actions taken for minimizing loss by the charity.

Charity premises (rental from private Landlord)	Premises remain a major risk as competition and demand for land in the borough become more acute with developers competing with business units and housing stocks. The severe shortage of choice in this area means we are at the mercy of the landlords as the rent is ever increasing, due to the overall economic challenges and the ever diminishing land available to park our vehicles.
Shortage of Drivers & Staff	<p>Driver shortages are still a concern for the organisation, and across the transport sector generally. The shortage of drivers has without doubt driven salary costs up and it's in this area that may prove challenging.</p> <p>During the year we have had to utilize an agency to cover some contracts which of course are at a higher cost.</p>

Credit Risk Management

The charity does not have any material doubtful debtors at the balance sheet date and all trade debtors are recoverable

Accessible vehicles & Operations

Our fleet of vehicles is of the highest specification, and all are within the five- year replacement programme. All the vehicles are fitted with a live vehicle tracking device which gives us real time access to the location of our vehicles, where they are going, how fast they are travelling and how far they are from the next pick-up destination.

Group Transport

Group transport remains the only service we currently provide. The demise of the ComRide service, and the Community Care Scheme where we provide door to door (individual) accessible transport for people who cannot use public transport due to the lack of funding.

Based on the number of phone calls we still receive, the demand for this type of services is very much need but due to constraint on the public (local authority) purse their prioritising of funds, we not at this stage in a position to refloat the service presently.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

School Bus Service

We continue to provide School bus services to the community and educational organisations such as schools who are registered charities and or have continuous charitable activities /foundation.

Dial-A-Ride

London Dial a Ride (DAR) is Transport for London scheme providing accessible door to door transport. It is non-chargeable service available to people who have a permanent or long term mobility limitation.

Local Authority – Brent Council

BCT work closely with the local authority to provide specialized accessible transport to day centres and special needs school.

Training

BCT prides itself on ensuring that the workforce is fully trained up as possible. A skilled staff group (office and drivers) minimise the risks when providing services; and as a consequent reduce any potential legal issues. We regularly review and update drivers CPC and Minibus Driver and Assessment Scheme (MiDAs) training and Passenger Assistant on PATs training. This help to form part of our external assessment by FORS and ISO 1501

FINANCIAL REVIEW

Greater scrutiny over our finances is always at the forefront of our minds, especially in the ever tightening (national and global) economic constraints. The number of runs we previously covered has fallen therefore a decrease in income will be felt.

Naturally, the desire and aim are to source additional contracts and services whereby we can rebuild our reserves and to continue to meet our obligations to paying competitive salaries and improve the fabric of our organisation; replacement of vehicles.

The full financial state of the organisation can be obtained from our audited accounts.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also the directors of Brent Community Transport for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

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 charity and the income and expenditure of the charity 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 in the Charities SORP FRS102;
- make judgements and accounting estimates that are reasonable and prudent;
and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

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

AUDITOR

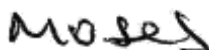
Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as each trustee is aware, there is no relevant audit information of which the charity's auditor is unaware; and each trustee has taken all steps that they ought to have taken as a trustee to make them self aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Registered office:
Office 301, 10 Courtenay Road

East Lane Business Park
Wembley
HA9 7ND

Signed on behalf of the trustees



MOSES
Chair
22 January 2025

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF BRENT COMMUNITY TRANSPORT

Opinion

We have audited the financial statements of Brent Community Transport for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows and the related notes. 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).

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of 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's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity 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 charity'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 directors with respect to going concern are described in the relevant sections of this report.

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 auditor's report 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF BRENT COMMUNITY TRANSPORT

Opinion on other matter 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 trustees' report (incorporating the directors' report) have 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 Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

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:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- 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.

Responsibilities of the 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 they 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 Charity'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 Charity 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 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 are set out below.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
- Detecting, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- Detecting of the risks of fraud and responding whether they have knowledge of any actual or suspected fraud;

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF BRENT COMMUNITY TRANSPORT

- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We performed analytical procedures to detect any unusual or unexpected relationships that may indicate risks 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. 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 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 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. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton

Anthony Epton (Senior Statutory Auditor)

for and on behalf of

Goldwins Limited

Statutory Auditor

Chartered Accountants

75 Maygrove Road

West Hampstead

London NW6 2EG

Date: 30 January 2025

Brent Community Transport

Statement of financial activities

(incorporating an income and expenditure account)

For the year ended 31 March 2024

	Note	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Donations	3	-	-	-	3,043
Charitable activities:	4				
GH, D-2-D ComRide Community Bus & Membership		176,030	-	176,030	68,454
Community Car Scheme (CCS)/Social Services PB		-	-	-	55
Contract Transport Services		595,679	-	595,679	547,755
School Transport Services		250,301	-	250,301	105,316
Investment income	5	48	-	48	15
Total income		1,022,058	-	1,022,058	724,638
Expenditure on:					
Charitable activities:	6				
GH, D-2-D ComRide & Membership		180,189	-	180,189	118,244
Community Car Scheme (CCS)/Social Services PB		-	-	-	-
Contract Transport Services		607,114	-	607,114	646,472
School Transport Services		223,650	-	223,650	25,378
Total expenditure		1,010,953	-	1,010,953	790,094
Net movement in funds	7	11,105	-	11,105	(65,456)
Reconciliation of funds:	17				
Total funds brought forward		407,114	52,800	459,914	525,370
Total funds carried forward		418,219	52,800	471,019	459,914

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

Brent Community Transport
Balance sheet
As at 31 March 2024

	Note	2024 £	2024 £	2023 £	2023 £
Fixed assets:					
Tangible assets	10		289,676		330,140
Investments	11		<u>1</u>		<u>1</u>
			289,677		330,141
Current assets:					
Debtors	12	227,692		195,161	
Cash at bank and in hand		<u>84,919</u>		<u>58,610</u>	
		312,611		253,771	
Liabilities:					
Creditors: amounts falling due within one year	13	<u>(108,900)</u>		<u>(91,611)</u>	
Net current assets			203,711		162,160
Liabilities:					
Creditors: amounts falling due after more than one year	14		<u>(22,369)</u>		<u>(32,387)</u>
Total net assets			471,019		459,914
Funds	17				
Restricted funds			52,800		52,800
Unrestricted funds:					
Revaluation		167,000		167,000	
General funds		<u>251,219</u>		<u>240,114</u>	
Total unrestricted funds			418,219		407,114
Total funds			471,019		459,914

The financial statements have been prepared in accordance with the special provisions for small companies under Part15 of the Companies Act 2006.

Approved by the trustees on **22 January 2025**
and signed on their behalf by:



MOSES (CHAIR)

Company registration no. 01509231

The attached notes form part of the financial statements.

Brent Community Transport
Statement of cash flows
For the year ended 31 March 2024

	Note	2024	2024	2023	2023
		£	£	£	£
Cash flows from operating activities:					
Net cash provided by / (used in) operating activities	18		21,279		(6,418)
Cash flows from investing activities:					
Interest/ rent/ dividends from investments		48		15	
Proceeds from the sale of property, plant and equipment		15,000		29,995	
Cash provided by / (used in) investing activities			15,048		30,010
Cash flows from financing activities:					
Repayments of borrowing		(10,018)		(9,707)	
Net cash provided by (used in) financing activities			(10,018)		(9,707)
Change in cash and cash equivalents in the year			26,309		13,885
Cash and cash equivalents at the beginning of the year			58,610		44,725
Cash and cash equivalents at the end of the year	19		84,919		58,610

Brent Community Transport

Notes to the financial statements

For the year ended 31 March 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015) - (Charities SORP FRS 102) and the Companies Act 2006.

The charitable company 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 or note.

Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity 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.

Brent Community Transport

Notes to the financial statements

For the year ended 31 March 2024

1 Accounting policies (continued)

Interest receivable

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

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

~		
~	Fixtures and fittings	25% SL
	Motor vehicles	20% SL

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Debtors

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

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

1 Accounting policies (continued)

Cash at bank and in hand

Cash at bank and cash 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.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

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.

Pensions

The charity contributes to a defined contribution pension scheme currently with Standard Life. The charity's pension policy is to contribute to the pension scheme to match individual staff chosen contribution up to 5% which will cover pension legislation changes and the requirement. Also as per government introduced pension legislation, the charity's staging date for pension was 1st October 2015. The assets of the scheme are held separately from those of the charity in an independently administered fund. The monthly pension cost charges to the financial statement of the charity represents contributions payable under the scheme by the charity to the fund. The charity has no liability under the scheme other than for the payment of those contributions.

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

2 Detailed comparatives for the statement of financial activities

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £
Income from:			
Donations	3,043	-	3,043
Charitable activities:			
GH, D-2-D ComRide & Membership	68,454	-	68,454
Community Car Scheme (CCS), LB Brent Social Services PB	55	-	55
Contract Transport Services	547,755	-	547,755
School Transport Services	105,316	-	105,316
Investments	15	-	15
Total income	724,638	-	724,638
Expenditure on:			
Charitable activities:			
GH, D-2-D ComRide Community Bus & Membership	118,244	-	118,244
Contract Transport Services	646,472	-	646,472
School Transport Services	25,378	-	25,378
Total expenditure	790,094	-	790,094
Net movement in funds	(65,456)	-	(65,456)
Total funds brought forward	472,570	52,800	525,370
Total funds carried forward	407,114	52,800	459,914

3 Income from donations

	Unrestricted £	Restricted £	2024 Total £	Unrestricted £	Restricted £	2023 Total £
Donations	-	-	-	3,043	-	3,043
	-	-	-	3,043	-	3,043

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

4 Income from charitable

	Unrestricted	Restricted	2024 Total	Unrestricted	Restricted	2023 Total
	£	£	£	£	£	£
GH, D-2-D ComRide Community Bus & Membership						
Membership	1,300	-	1,300	470	-	470
GH, D-2-D ComRide Community Bus	174,730	-	174,730	67,984	-	67,984
Total for Activity 1	176,030	-	176,030	68,454	-	68,454
Community Car Scheme (CCS)/Social Services PB						
Community Car Scheme	-	-	-	55	-	55
Total for Activity 2	-	-	-	55	-	55
Contract Transport Services						
Contract Sales	172,082	-	172,082	116,950	-	116,950
Dial-a-Ride Transport Services	423,597	-	423,597	430,805	-	430,805
Total for Activity 3	595,679	-	595,679	547,755	-	547,755
School Transport Services						
Bus Sales	-	-	-	15,559	-	15,559
School Runs	250,301	-	250,301	89,757	-	89,757
Total for Activity 4	250,301	-	250,301	105,316	-	105,316
Total income from charitable activities	1,022,010	-	1,022,010	721,580	-	721,580

5 Income from investments

	Unrestricted	Restricted	2024 Total	Unrestricted	Restricted	2023 Total
	£	£	£	£	£	£
Bank interest	48	-	48	15	-	15
	48	-	48	15	-	15

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

6 Analysis of expenditure

	Basis of allocation	Charitable activities					2024 Total £	2023 Total £
		GH, D-2-D ComRide Community Bus & Membership £	Community Car Scheme (CCS)/Social Services PB £	Contract Transport Services £	School Transport Services £	Supports costs £		
Staff costs	Direct	36,482	-	200,384	34,071	-	270,937	214,699
GH, D-2-D ComRide & Membership	Direct	57,848	-	-	-	-	57,848	22,249
Contract Transport Services	Direct	-	-	207,201	-	-	207,201	152,356
School Transport Services	Direct	-	-	-	104,085	-	104,085	2,205
<u>Support costs</u>								
Staff costs		31,621	-	63,242	31,621	30,928	157,412	130,054
Rent and Room hire		-	-	-	-	84,648	84,648	71,999
Depreciation		13,639	-	1,586	3,839	-	19,064	30,967
Other support costs		1,537	-	3,088	1,550	91,613	97,788	121,557
Audit fees		-	-	-	-	5,200	5,200	4,500
Audit fees prior years adjustment		-	-	-	-	(100)	(100)	-
Supports costs		-	-	-	-	6,870	6,870	39,508
		141,127	-	475,501	175,166	219,159	1,010,953	790,094
Support costs		39,062	-	131,613	48,484	(219,159)	-	
Total expenditure 2024		180,189	-	607,114	223,650	-	1,010,953	
Total expenditure 2023		118,244	-	646,472	25,378	-		790,094

All the expenditure was unrestricted (2023: all unrestricted).

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

6a Analysis of expenditure (prior year)

		Charitable activities					2023 Total £
		GH, D-2-D ComRide Community Bus & Membership £	Community Car Scheme (CCS)/Social Services PB £	Contract Transport Services £	School Transport Services £	Supports costs £	
	Basis of allocation						
Staff costs	Direct	11,229	-	203,470	-	-	214,699
GH, D-2-D ComRide & Membership	Direct	22,249	-	-	-	-	22,249
Contract Transport Services	Direct	-	-	152,356	-	-	152,356
School Transport Services	Direct	-	-	-	2,205	-	2,205
<u>Support costs</u>							
Staff costs		34,433	-	77,379	-	18,242	130,054
Rent and Room hire		-	-	-	-	71,999	71,999
Depreciation		11,096	-	4,393	15,106	372	30,967
Other support costs		1,650	-	3,377	-	116,530	121,557
Audit fees		-	-	-	-	4,500	4,500
Supports costs		-	-	-	-	39,508	39,508
		80,657	-	440,975	17,311	251,151	790,094
Support costs		37,587	-	205,497	8,067	(251,151)	-
Total expenditure 2023		118,244	-	646,472	25,378	-	790,094

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

7 Net income / (expenditure) for the year

This is stated after charging / (crediting):	2024	2023
	£	£
Operating lease rentals:		
Property	84,648	73,410
Depreciation	19,064	30,967
Loss / (profit) on disposal of fixed assets	6,400	(15,559)
Auditor's remuneration:		
Audit fees	5,200	4,900

8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:	2024	2023
	£	£
Salaries and wages	382,172	330,014
Social security costs	30,259	26,798
Employer's contribution to defined contribution pension schemes	15,918	15,933
	428,349	372,745

The following number of employees received employee benefits (excluding employer pension) during the year between:

	2024	2023
	No.	No.
£60,000 - £69,999	-	1

The total employee benefits including pension contributions of the key management personnel were nil (2023: £61,787).

The charity trustees were not paid or received any other benefits from employment with the Charity or its subsidiary in the year (2023: Nil). Moses, the Chair, provides free of charge services to the charity for two days a week. He has not been reimbursed any travelling expenses (2023: Nil) or training expenses during the year (2023: Nil). No charity trustee received payment for professional or other services supplied to the charity (2023: Nil).

Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2024	2023
	No.	No.
Transport services	24	22
	24	22

9 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

10 Tangible fixed assets

	Fixtures and fittings £	Motor vehicles £	Refurbishment costs £	Total £
Cost				
At the start of the year	52,200	675,638	31,711	759,549
Disposals in year	-	(107,000)	-	(107,000)
At the end of the year	52,200	568,638	31,711	652,549
Depreciation				
At the start of the year	52,200	345,498	31,711	429,409
Charge for the year	-	19,064	-	19,064
Eliminated on disposal	-	(85,600)	-	(85,600)
At the end of the year	52,200	278,962	31,711	362,873
Net book value				
At the end of the year	-	289,676	-	289,676
At the start of the year	-	330,140	-	330,140

All of the above assets are used for charitable purposes.

11 Investments

	2024 £	2023 £
Investments at fair value:		
Investment in subsidiary undertakings incorporated in the UK	1	1
	1	1
Brent CT Engineering Limited		
Aggregate capital and reserves	(7,918)	(5,893)

12 Debtors

	2024 £	2023 £
Trade debtors	109,436	94,015
Other debtors	81,326	73,698
Prepayments	36,930	27,448
	227,692	195,161

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	59,013	49,513
Taxation and social security	13,341	10,601
Other creditors	31,346	25,497
Accruals	5,200	6,000
	108,900	91,611

14 Creditors: amounts falling due after more than one year

	2024 £	2023 £
Bank loan	22,369	32,387
	22,369	32,387

15 Pension scheme

The charity operates a defined contributions pension scheme.

Brent Community Transport
Notes to the financial statements
For the year ended 31 March 2024

16 Analysis of net assets between funds

	General unrestricted £	Revaluation £	Restricted £	Total funds £
Tangible fixed assets	69,876	167,000	52,800	289,676
Investments	1	-	-	1
Net current assets	203,711	-	-	203,711
Non current liabilities	(22,369)	-	-	(22,369)
Net assets at the end of the year	251,219	167,000	52,800	471,019

16a Analysis of net assets between funds (prior year).

	General unrestricted £	Revaluation £	Restricted £	Total funds £
Tangible fixed assets	110,340	167,000	52,800	330,140
Investments	1	-	-	1
Net current assets	162,160	-	-	162,160
Non current liabilities	(32,387)	-	-	(32,387)
Net assets at the end of the year	240,114	167,000	52,800	459,914

17 Movements in funds

	At the start of the year £	Income & gains £	Expenditure & losses £	Transfers £	At the end of the year £
Restricted funds:					
DFT Community Bus Fund	52,800	-	-	-	52,800
Total restricted funds	52,800	-	-	-	52,800
Unrestricted funds:					
General funds	240,114	1,022,058	(1,010,953)	-	251,219
Revaluation	167,000	-	-	-	167,000
Total unrestricted funds	407,114	1,022,058	(1,010,953)	-	418,219
Total Funds	459,914	1,022,058	(1,010,953)	-	471,019

17a Movements in funds (prior year)

	At the start of the year £	Income & gains £	Expenditure & losses £	Transfers £	At the end of the year £
Restricted funds:					
DFT Community Bus Fund	52,800	-	-	-	52,800
Total restricted funds	52,800	-	-	-	52,800
Unrestricted funds:					
General funds	303,570	724,638	(790,094)	2,000	240,114
Revaluation	169,000	-	-	(2,000)	167,000
Total unrestricted funds	472,570	724,638	(790,094)	-	407,114
Total Funds	525,370	724,638	(790,094)	-	459,914

Purposes of restricted funds

Restricted funds relate to two minibuses donated to the charity (DK66CHL £70k and DK66CHN £70k).

Brent Community Transport
Notes to the financial statements
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18 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2024	2023
	£	£
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	11,105	(65,456)
Depreciation	19,064	30,967
Interest, rent and dividends from investments	(48)	(15)
Loss/ (profit) on the sale of fixed assets	6,400	(15,559)
(Increase)/ decrease in debtors	(32,531)	35,458
Increase/ (decrease) in creditors	17,289	8,187
Net cash provided by / (used in) operating activities	21,279	(6,418)

19 Analysis of cash and cash equivalents

	At 1 April 2023	Cash flows	Other changes	At 31 March 2024
	£	£	£	£
Cash at bank and in hand	58,610	26,309	-	84,919
Total cash and cash equivalents	58,610	26,309	-	84,919

20 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	Property 2024	Property 2023
	£	£
Less than 1 year	93,186	85,668
1 - 5 years	238,177	35,695
	331,363	121,363

21 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. Each member is liable to contribute a sum not exceeding £1 in the event of the charity being wound up.

22 Related party transactions

As at the year-end, Brent CT Engineering Ltd, the wholly-owned subsidiary owed the charity £43,193 (2023: £27,293).

There are no other donations from related parties which are outside the normal course of business and no restricted donations from related parties.