

HOUNSLOW COMMUNITY TRANSPORT LIMITED

FINANCIAL STATEMENTS 31 MARCH 2023

Registered Charity No. 291410

Company No. 1804094

**HAINES WATTS
Chartered Accountants
Aissela
46 High Street
Esher
Surrey
KT10 9QY**

HOUNSLOW COMMUNITY TRANSPORT LIMITED

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023

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HOUNSLOW COMMUNITY TRANSPORT LIMITED

COMPANY AND CHARITY INFORMATION

COMPANY NUMBER 1804094 (England and Wales)

CHARITY NUMBER 291410

DIRECTORS/TRUSTEES Bernard Robson
Alfred Sanders
John Stephens
Lorna Stephens

COMPANY SECRETARY Alfred Sanders

REGISTERED OFFICE 9 Montague Road
Hounslow
Middlesex
TW3 1JY

INDEPENDENT EXAMINER Haines Watts
Aissela
46 High Street
Esher
Surrey
KT10 9QY

BANKERS CAF Bank Limited
Kings Hill
West Malling
Kent
ME19 4JQ

HOUNSLOW COMMUNITY TRANSPORT LIMITED
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2023

The Trustees, who are also Directors of the company, submit their Report and the unaudited Financial Statements of the Charity for the year ended 31 March 2023. The Trustees have adopted the provisions of the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005) issued in March 2005 in preparing the Annual Report and Financial Statements of the Charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is a Company limited by guarantee and does not have share capital. The funds received from grants and trading activities are mostly unrestricted and may be used in the furtherance of the Charity's objectives in accordance with the Memorandum and Articles of Association, the Charity's governing documents.

The charitable services provided by the Charity are for the benefit of residents and social/ethnic groups in the London Borough of Hounslow and surrounding areas.

A Trustee must not receive any payment of money or other material benefit (whether direct or indirect) from the Charity except as provided for in the Memorandum of Association eg for reasonable traveling, hotel and other expenses properly incurred by them in connection with their attendance at meetings or otherwise in connection with the discharge of their duties. The Charity has the power to make any investment, which the Trustees see fit, but only after obtaining advice from a financial expert and having regard to the suitability of investments and the need for diversification.

The Company is controlled by a Management Committee elected from the Charity's Membership and in 2022/23 consisted of the Trustees and two other members.

The role of the Management Committee is to oversee the overall management of the company and to ensure that the Charity complies with all of the necessary legal and charitable requirements, with appropriate monitoring of financial policies and procedures.

The Trustees who served during 2022/23 were:

Bernard Robson
Alfred Sanders
John Stephens
Lorna Stephens

None of the Trustees has any beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute up to £1 in the event of a winding up.

New Trustees are nominated by the membership for election at each of the Charity's Annual General Meetings. Persons co-opted by the Management Committee normally serve a probationary period before being put up for election as a Trustee.

The Trustees have examined the major risks which the Charity faces and seek to control these risks to mitigate any impact that they may have on the Charity.

OBJECTIVES AND ACTIVITIES

The objectives of the Charity are to provide the following services to individuals and social/ethnic groups within the London Borough of Hounslow and surrounding areas:

Minibus Hire Service

The Charity provides safe, accessible and affordable transport to individuals and social/ethnic groups of every kind in the London Borough of Hounslow and surrounding areas. The Charity makes a meaningful contribution to reducing social exclusion and increasing access across Hounslow and places beyond that residents wish to

**HOUNSLOW COMMUNITY TRANSPORT LIMITED
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YEAR ENDED 31 MARCH 2023**

visit. Most of the minibuses in the fleet are wheelchair accessible. The Charity provides opportunities for young offenders in Hounslow to undertake community service by providing appropriate and worthwhile tasks for them to undertake.

Furniture Recycling Project

The Charity runs the Furniture Recycling Project which provides good quality furniture and household appliances on a low cost basis to residents in the London Borough of Hounslow and surrounding areas that are considered to be in need and who have been confirmed as such by e.g. Social Services, the London Borough of Hounslow Homeless Persons Unit, local charities and church welfare groups. In addition, the Charity, in conjunction with the Hounslow Probation Service and other similar services, provides opportunities for people to undertake community service working for the project.

Shopmobility

The Charity runs the Shopmobility service in the London Borough of Hounslow, providing a range of battery-powered scooters and wheelchairs that can be hired at affordable prices by residents of the borough and visitors of all ages with mobility problems and thereby provide for them access that they would not necessarily have had to central Hounslow for shopping and other visits.

ACHIEVEMENTS AND PERFORMANCE

HCT operated all its services throughout 2022/23.

A complete Health and Safety review was undertaken of all HCT services in April 2022 and again on March 2023 to ensure that all services continued to be safe for staff.

The Furniture Recycling Project has achieved turnover of £195k in 2022/23 which is 35% greater than the previous year and the highest annual income for the service ever achieved. The Minibus Hire Service achieved a turnover of £57k in 2022/23, an increase of 58% on the previous year. Despite the encouraging annual increase in Minibus Hire Service turnover, it is c60% of the pre-pandemic level of turnover. This recovery level is similar to other similar community transport organisations in the London area.

Monthly MiDAS training courses were well attended in 2022/23 and one-off courses for various schools were undertaken on their premises.

Shopmobility had very few scooter and wheelchair bookings during 2022/23. A lease for the premises occupied by Shopmobility in the Blenheim Centre is expected to be concluded by the end of June 2023.

The 31st March 2022 represented the end of the two year contract with the London Borough of Hounslow. HCT have been advised by the London Borough of Hounslow that the second one year extension came into effect from 1st April 2023. The contract is worth £40k a year and will be up for tender again towards the end of 2023. Retention of the contract will be critical for the financial sustainability of the Charity.

No further work was undertaken during 2022/23 in HCT's preparation to be assessed for the Trusted Charity quality award, to replace the PQASSO Level 1 quality award that expired in October 2019. The time consuming self-assessment stage had already been completed in 2019. HCT will not undertake any further preparation for the assessment for this new award until all the services operated by HCT are near to functioning at pre-pandemic levels.

The leases for 9 Montague Road and Carnegie Hall (Furniture Recycling Project) were renewed during 2022/23.

The Furniture Recycling Project still remains the only supplier used by the LBH for Discretionary Local Crisis Payment (DCLP) awards. A high standard of performance is delivered to the LBH in fulfilling the awards made to residents of the borough.

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A full year contract review meeting with the LBH for 2021/22 took place in August 2022 and a half-year review meeting for 2022/23 in December 2022, both with Aine Hayes (Third Sector Partnership Manager) from the London Borough of Hounslow. Both meetings focused very much on how HCT was progressing after the pandemic. Aine has been superbly supportive since the start of the first lockdown. A full-year review meeting for 2022/23 will take place in June 2023.

In 2022, for the first time in three years, the AGM and Christmas Dinner took place. The next HCT AGM will take place in July 2023 and the Christmas Dinner in December 2023.

FINANCIAL REVIEW

Details of the financial performance for 2022/23 are set out on pages 7 to 17. The Charity achieved a surplus of £9.5k for the year ended 31 March 2023.

The principal source of funding for the Charity in 2022/23 was the revenue received from the London Borough of Hounslow with respect to the two year contract (with a two year extension) awarded at the end of 2019 that came into effect in April 2020.

RESERVE POLICY

It is the policy of the Charity that an unrestricted and undesignated reserve should be maintained at a level of at least £45,000 to ensure that the Charity can:

- Maintain sufficient cash flow to allow time for payments to be received for use of the Charity's services.
- Allow for unplanned repairs or maintenance problems with the Charity's fleet of vehicles.
- Allow for the late payment of grants and other external funding and possible debt problems.
- Meet current liabilities in respect of rent, lease agreements and other creditors.
- Provide for potential redundancy costs and long term sickness.

The Trustees consider that reserves should be maintained at this level to ensure that, in the event of a significant drop in funding, the Charity will be able to continue its current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserve required by the Charity is reviewed on an annual basis.

FUTURE PLANS

The overriding priority for the Chief Officer for 2023/24 is to steer the operation of the Charity to maintain its progress since the pandemic and especially with respect to the Minibus Hire Service and Shopmobility.

Marketing activity will be undertaken in 2023 to attract more schools and local organizations to become HCT Members and thereby be able to use the Minibus Hire Service. HCT's comprehensive database of all current and potential users of the Minibus Hire Service within and outside of the London Borough of Hounslow will be updated in readiness for a mailing to be undertaken to all prospective new Members and lapsed Members in 2023.

The overriding objective for the Furniture Recycling Project for 2023/24 is to increase the number of customers by increasing the number of organizations capable of referring people to the Furniture Recycling Project and by increasing the awareness of the existence of the service amongst those that are in need of low cost furniture and household appliances in the borough and surrounding areas.

Activity will be undertaken targeting relevant organizations in the LBH and surrounding areas that should be aware of the Shopmobility service, so they can in turn advise their own membership. In addition, activity will be undertaken targeting potential individual customers of the existence of the Shopmobility service and its location at the Blenheim Centre.

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YEAR ENDED 31 MARCH 2023**

HCT will be proactive in promoting the HCT training service by sending letters, plus information leaflets, to schools/colleges and selected not-for-profit organizations in the borough. In addition, selected schools/colleges and organizations outside the borough will receive a similar communication.

The overriding funding objective is to achieve a diversity of funding sources so that not only can HCT maintain and develop its services but to also ensure that HCT is not unduly reliant on any single source for grant income.

Opportunities will be sought to raise the profile of all HCT's services across the borough and surrounding areas during 2023/24. Public relations opportunities to raise the profile of all HCT services will be progressed eg press releases to local press.

HCT will liaise closely with Aine Hayes of the LBH to achieve regular articles promoting all of HCT services in Hounslow Matters throughout 2023/24. Hounslow Matters goes regularly to c 50k Hounslow residents.

The HCT website will be reviewed so that it can be used to more effectively promote and inform current and potential users of all the services that HCT provides and to ensure that the website always has eye-catching news and features for its visitors.

Raising and maintaining the profile of Health and Safety in HCT is an on-going key objective. Risk Assessment inspections will be undertaken at all HCT premises during 2023/24.

Expenditure will be more than ever tightly controlled and no capital expenditure that can be avoided will be incurred.

DIRECTORS/TRUSTEES' RESPONSIBILITIES

Company law requires the Directors to prepare Financial Statements for each financial year which give a true and fair view of the state of the Charity at the end of the year.

In preparing those Financial Statements, the Directors are required to select suitable accounting policies, as described on pages 9-10, and then apply them on a consistent basis, making judgments and estimates that are prudent and reasonable. The Directors must also prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue with its charitable objectives.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the Financial Statements comply with the Companies Act 1985. The Directors 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.

INDEPENDENT EXAMINERS

A resolution to re-appoint Haines Watts as independent examiners for the ensuing year will be proposed at the Management Committee meeting held in August 2022 in accordance with Section 385 of the Companies Act 1985.

SMALL COMPANY EXEMPTIONS

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

This report was approved by order of the Board on _____ and signed on its behalf by:

----- **Alfred Sanders – Trustee and Company Secretary**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY TRANSPORT LIMITED

I report to the Charity Trustees on my examination of the Accounts of the Company for the year ended 31 March 2023 which are set out on pages 8 to 19.

Responsibilities and basis of report

As the Charity Trustees of the Company (and also its Directors for the purposes of Company Law) you are responsible for the preparation of the Accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the Accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for Independent Examination, I report in respect of my examination of your Company's Accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I confirm that I am qualified to undertake the examination because I am a Member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies in Section 145 of the 2011 act.

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

1. Accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act.
2. The Accounts do not accord with those records.
3. The Accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the Accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Haines Watts
Chartered Accountants
Aissela
46 High Street
Esher
Surrey
KT10 9QY

Date:

HOUNSLOW COMMUNITY TRANSPORT LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
INCOME FROM:					
Donations and Legacies	5	40,000	-	40,000	45,943
Charitable activities	6	265,183	-	265,183	196,901
Bank Interest		1,140	-	28	28
TOTAL		<u>306,323</u>	<u>-</u>	<u>306,323</u>	<u>242,872</u>
EXPENDITURE ON:					
Charitable activities	7	296,821	-	296,821	248,105
TOTAL		<u>296,821</u>	<u>-</u>	<u>296,821</u>	<u>248,105</u>
Net income/(expenditure)		9,502	-	9,502	(5,233)
Unrealised (losses)/gains on investments		-	-	-	-
Net movement in funds		<u>9,502</u>	<u>-</u>	<u>9,502</u>	<u>(5,233)</u>
Reconciliation of funds:					
Total funds brought forward		213,170	-	213,170	218,403
Total funds carried forward		<u>222,672</u>	<u>-</u>	<u>222,672</u>	<u>213,170</u>

All of the results derive from continuing activities.

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

The notes on pages 9 to 13 form part of these Financial Statements.

HOUNSLOW COMMUNITY TRANSPORT LIMITED
BALANCE SHEET
31 MARCH 2023

	Note	£	2023 £	£	2022 £
FIXED ASSETS					
Tangible assets	9		700		8,228
CURRENT ASSETS					
Debtors	10	63,755		45,009	
Cash at bank and in hand		184,056		176,846	
		<u>247,811</u>		<u>221,855</u>	
CREDITORS					
Amounts falling due within one year	11	<u>(25,840)</u>		<u>(16,913)</u>	
NET CURRENT ASSETS			<u>221,971</u>		<u>204,942</u>
Total assets less current liabilities			222,671		213,170
NET ASSETS			<u>222,671</u>		<u>213,170</u>
FUNDS					
Unrestricted funds	12		222,671		213,170
TOTAL FUNDS			<u>222,671</u>		<u>213,170</u>

Trustee Statements required by the Companies Act 2006

In approving these Financial Statements, the Trustees, who are Directors for the purposes of Company Law, hereby confirm:

- That for the year stated above the Company was entitled to the exemption conferred by Section 477 of the Companies Act 2006
- That no notice has been deposited at the registered office of the Company pursuant to Section 476 of the Companies Act 2006 requesting that an Audit be conducted for the year ended 31 March 2023
- That we acknowledge our responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The Financial Statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The Financial Statements were approved by the Board on

and signed on its behalf by:

_____ **Lorna Stephens –Trustee and Chairman**

_____ **Alfred Sanders –Trustee and Company Secretary**

Company No. 1804094

HOUNSLOW COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

1. GENERAL INFORMATION

The Charity is a private Company limited by guarantee, registered in England and Wales and a registered Charity in England and Wales. The address of the registered office is 9 Montague Road, Hounslow, Middlesex, TW3 1JY.

2. ACCOUNTING POLICIES

The principal accounting policies are set out below. The accounting policies have been adopted consistently throughout the year.

BASIS OF PREPARING THE FINANCIAL STATEMENTS

These Financial Statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102), The 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 SORP) including Bulletin 1 and in accordance with the Companies Act 2006, from which there were no material departures.

The Financial Statements have been prepared under the historical cost convention and are prepared on a going concern basis.

Hounslow Community Transport Limited meets the definition of a public benefit entity under FRS 102.

GOING CONCERN

The Financial Statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these Financial Statements. The budgeted income and expenditure is sufficient with the level of reserves for the Charity to be able to continue as a going concern.

KEY SOURCES OF ESTIMATION, UNCERTAINTY AND JUDGEMENT

The preparation of the Financial Statements requires management to make judgements, estimates and assumptions that affect the amounts reported.

These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

INCOME

All incoming resources are included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Donations and legacies received by way of grants, donations and gifts are included in full in the statement of financial activities when receivable
- Charitable activities being income from services provided recognised when receivable
- Income from investments is included in the year in which it is receivable

EXPENDITURE

Expenditure is recognised on an accrual basis as a liability is incurred. The following specific policies are applied to particular categories of expenditure:

- Expenditure on charitable activities is costs incurred by the Charity in the course of meeting its charitable aims as related governance and support costs

HOUNSLOW COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

2. ACCOUNTING POLICIES (CONTINUED)

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset over its useful economic life:

Motor Vehicles	25% per annum on reducing balance and cost
Computer Equipment	50% per annum on cost

FINANCIAL INSTRUMENTS

Financial assets and financial liabilities are recognised in the Balance Sheet when the Company becomes a party to the contractual provisions of the instrument.

Trade and other debtors and creditors are classified as basic financial instruments and measured at initial recognition at transaction price. Debtors and creditors are subsequently measured at amortised cost using the effective interest rate method. A provision is established when there is objective evidence that the Company will not be able to collect all amounts due.

Cash and cash equivalents are classified as basic financial instruments and comprise cash in hand and at bank.

OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

FUND STRUCTURE

The funds held by the Charity comprise:

- Unrestricted general funds – the ‘free’ funds held by the Charity to be used in accordance with the charitable objects at the discretion of the Trustees (including designated funds).
- Restricted funds – funds held to be used only for restricted purposes within the objects of the Charity. Restrictions arise when specified by donors and grant making bodies or when funds are raised for particular purposes.

3. LEGAL STATUS OF THE CHARITY

The Charity is a company limited by guarantee and has no share capital. The liability of each Member in the event of winding-up is limited to a maximum £10.

4. TAXATION

The Charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

HOUNSLOW COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

5. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Grant - London Borough of Hounslow	40,000	-	40,000	40,000
Grant - Business Support Grant	-	-	-	3,787
Grant – HMRC F.E.S	-	-	-	2,156
	<u>40,000</u>	<u>-</u>	<u>40,000</u>	<u>45,943</u>

Income from donations and legacies for the year ended 31 March 2022 was attributable to restricted and unrestricted funds.

6. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Minibus Hire Service	56,525	-	56,525	35,835
Furniture Recycling Project	195,051	-	195,051	144,843
Shopmobility	171	-	171	200
BSOG receipts	2,922	-	2,922	3,922
Employers allowance	5,000	-	5,000	4,000
Training	4,725	-	4,725	6,405
Membership fees	789	-	789	1,696
	<u>265,183</u>	<u>-</u>	<u>265,183</u>	<u>196,901</u>

7. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Purchase of furniture/white goods	79,952	-	79,952	43,676
Furniture collection costs	9,118	-	9,118	8,120
Staff costs (note 8)	122,779	-	122,779	111,392
Motor expenses	29,445	-	29,445	29,905
Drivers costs	3,128	-	3,128	1,066
Scooter repairs	71	-	71	168
Premises costs	1,858	-	1,858	1,552
PAT testing	180	-	180	128
Subscriptions and training	6,488	-	6,488	6,780
Depreciation	7,528	-	7,528	9,524
Volunteer expenses	4,175	-	4,175	2,300
Advertising	2,703	-	2,703	3,328
Rent and rates	7,432	-	7,432	7,510
Insurance	356	-	356	2,694
Electricity and water	4,133	-	4,133	5,026
Postage, stationery and telephone	5,524	-	5,524	5,324
Office machine maintenance	459	-	459	970
Computer expenses	5,889	-	5,889	5,292
Professional fees	800	-	800	13

HOUNSLOW COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

Accountancy fees	2,300	-	2,300	2,100
Staff welfare	84	-	84	142
Christmas dinner	1,349	-	1,349	-
Travelling	187	-	187	93
Bank charges	883	-	883	1,002
	<u>296,821</u>	<u>-</u>	<u>296,821</u>	<u>248,105</u>

8. STAFF COSTS, TRUSTEE REMUNERATION , EXPENSES AND KEY MANAGEMENT PERSONNEL

	Total 2023 £	Total 2022 £
Salaries and wages	114,373	104,477
Pension costs	972	915
Social Security costs	<u>7,434</u>	<u>6,000</u>
	<u>122,779</u>	<u>111,392</u>

No employees received employee benefits in excess of £60,000 (Year Ended 31/03/2022: nil).

No Trustees or persons connected with them received any emoluments in their role as Trustees from the Charity (Year Ended 31/03/2022: nil) and no Trustees have received payment for professional or other services provided to the Charity during the year (Year Ended 31/03/2022: nil). There were no reimbursements of individual expenses to any Trustee during the year (Year Ended 31/03/2022: nil).

The average number of persons employed by the Charity during the year was 9 (Year ended 31/03/2022: 10).

9. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Computer Equipment £	Total £
Cost			
At 1 April 2022	201,904	18,533	220,437
Addition	-	-	-
Disposal	-	-	-
At 31 March 2023	<u>201,904</u>	<u>18,533</u>	<u>220,437</u>
Depreciation			
At 1 April 2022	194,908	17,302	212,210
Disposal	-	-	-
Provision for the year	6,296	1,231	7,527
At 31 March 2023	<u>201,204</u>	<u>18,533</u>	<u>219,737</u>
Net book value			
At 31 March 2023	<u>700</u>	<u>-</u>	<u>700</u>
At 31 March 2022	<u>6,996</u>	<u>1,231</u>	<u>8,227</u>

HOUNSLOW COMMUNITY TRANSPORT LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

10. DEBTORS

	Total 2023 £	Total 2022 £
Trade debtors	54,576	34,153
Other debtors	1,000	1,000
VAT	1,022	2,241
Prepayments and accrued income	7,157	7,615
	<u>63,755</u>	<u>45,009</u>

11. CREDITORS

	Total 2023 £	Total 2022 £
Trade creditors	11,564	8,133
Social Security and other taxes	-	-
Accruals and deferred income	14,276	8,780
	<u>25,840</u>	<u>16,913</u>

12. FUNDS

Year ended 31 March 2023	Balance at 01/04/2022 £	Income £	Expenditure £	Gains & (losses) £	Balance at 31/03/2023 £
Unrestricted funds	183,172	306,323	(296,821)	-	192,674
Designated funds	15,000	-	-	-	15,000
Restricted funds	15,000	-	-	-	15,000
	<u>213,172</u>	<u>306,323</u>	<u>(248,105)</u>	<u>-</u>	<u>222,674</u>

Year ended 31 March 2022	Balance at 01/04/2021 £	Income £	Expenditure £	Gains & (losses) £	Balance at 31/03/2022 £
Unrestricted funds	188,405	242,872	(248,105)	-	183,172
Designated funds	15,000	-	-	-	15,000
Restricted funds	15,000	-	-	-	15,000
	<u>218,405</u>	<u>242,872</u>	<u>(248,105)</u>	<u>-</u>	<u>213,172</u>

Designated funds relate to funds put aside for use on minibuses.

Restricted funds relate to a grant provided in YE 31/03/2020 to purchase a new van.

HOUNSLOW COMMUNITY TRANSPORT LIMITED
DETAILED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2023

GROUP CONSOLIDATION

	£	2023 £	£	2022 £
INCOME				
Grants		40,000		40,000
Minibus Hire Service		56,525		35,835
Furniture Recycling Project		195,051		144,843
Shopmobility		171		200
BSOG receipts		2,922		3,922
Employers allowance		5,000		4,000
Training		4,725		6,405
Membership fees		789		1,696
Bank interest		1,140		28
HMRC Support Grant		-		3,787
HMRC F.E.S		-		2,156
TOTAL INCOME		<u>306,323</u>		<u>242,872</u>
EXPENDITURE				
Purchases	79,952		43,676	
Staff costs (Note 8)	122,779		111,392	
Volunteer expenses	4,175		2,300	
Driver's costs	3,128		1,066	
Advertising	2,703		3,328	
Rent and rates	7,432		7,510	
Insurance	356		2,694	
Electricity and water	4,133		5,026	
Motor expenses'	29,445		29,905	
Scooter repairs	71		168	
Travelling	187		93	
MIDAS training costs	6,006		6,352	
Printing, postage and telephone	5,524		5,324	
Accountancy fees	2,300		2,100	
Premises	1,858		1,552	
Office machine maintenance	459		970	
Computer expenses	5,889		5,292	
Bank charges and interest	883		1,002	
Depreciation	7,528		9,524	
Furniture collection costs	9,118		8,120	
Subscriptions	482		428	
Professional fees	800		13	
PAT testing	180		128	
Christmas dinner	1,349		-	
Staff welfare	84		142	
TOTAL EXPENDITURE		<u>(296,821)</u>		<u>(248,105)</u>
TOTAL (DEFICIT)/SURPLUS FOR THE YEAR		<u><u>9,502</u></u>		<u><u>(5,233)</u></u>

HOUNSLOW COMMUNITY TRANSPORT LIMITED
DETAILED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2023

MINIBUS HIRE SERVICE

	£	2023 £	£	2022 £
INCOME				
Grants		37,000		37,000
Minibus Hire Service		56,525		35,835
BSOG receipts		2,922		3,922
Training		4,725		6,405
Membership fees		789		1,696
Employers allowance		-		2,000
Bank interest		1,140		28
Business Support Grant		-		-
HMRC F.E.S		-		-
TOTAL INCOME		<u>103,101</u>		<u>86,886</u>
EXPENDITURE				
Staff costs (Note 8)	39,876		34,171	
Volunteer expenses	-		-	
Rent and rates	2,402		2,749	
Insurance	201		2,050	
Electricity and power	270		1,708	
Motor expenses	21,910		24,487	
Travelling	50		48	
Printing, postage and telephone	2,812		2,327	
Accountancy fees	1,150		1,050	
Premises	43		1,269	
Office machine maintenance	229		620	
Computer expenses	5,889		5,292	
Bank charges and interest	88		89	
Depreciation	690		2,377	
Midas training expenses	5,406		6,352	
Driver's costs	3,128		1,066	
Subscriptions	212		160	
Professional fees	-		13	
Christmas dinner	1,349		-	
Staff welfare	14		50	
TOTAL EXPENDITURE		<u>(85,719)</u>		<u>(85,878)</u>
TOTAL SURPLUS/(DEFICIT) FOR THE YEAR		<u><u>17,382</u></u>		<u><u>1,008</u></u>

HOUNSLOW COMMUNITY TRANSPORT LIMITED
DETAILED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2023

FURNITURE RECYCLING PROJECT

	£	2023 £	£	2022 £
INCOME				
Employers Allowance		5,000		2,000
Gift Aid		-		-
Furniture Recycling Project		195,051		144,843
Business Support Grant		-		3,787
TOTAL INCOME		<u>200,051</u>		<u>150,630</u>
 EXPENDITURE				
Purchases	79,952		43,676	
Staff costs (Note 8)	76,640		71,288	
Volunteer expenses	4,175		2,300	
Advertising	2,703		3,328	
Rent and rates	5,030		4,761	
Insurance	155		644	
Electricity and water	2,993		2,553	
Motor expenses	7,535		5,418	
Travelling	137		45	
Printing, postage and telephone	2,293		2,570	
Accountancy fees	1,150		1,050	
Premises	1,815		283	
Office machine maintenance	230		350	
Bank charges	795		913	
PAT testing	180		128	
Furniture collection costs	9,118		8,120	
Staff welfare	70		92	
Depreciation – unrestricted	6,838		7,147	
Subscriptions	-		53	
Professional fees	800		-	
Training costs	600		-	
TOTAL EXPENDITURE		<u>(203,209)</u>		<u>(154,719)</u>
 TOTAL SURPLUS/(DEFICIT) FOR THE YEAR		<u><u>(3,158)</u></u>		<u><u>(4,089)</u></u>

HOUNSLOW COMMUNITY TRANSPORT LIMITED
DETAILED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2023

SHOPMOBILITY

		2023		2022
	£	£	£	£
INCOME				
Grants		3,000		3,000
Shopmobility		171		200
HMRC F.E.S		-		2,156
TOTAL INCOME		<u>3,171</u>		<u>5,356</u>
EXPENDITURE				
Staff costs (Note 8)	6,263		5,933	
Electricity and power	870		765	
Printing, postage and telephone	419		427	
Subscriptions	270		215	
Scooter repairs	<u>71</u>		<u>168</u>	
TOTAL EXPENDITURE		<u>(7,893)</u>		<u>(7,508)</u>
TOTAL SURPLUS/(DEFICIT) FOR THE YEAR		<u><u>(4,722)</u></u>		<u><u>(2,152)</u></u>