

# VOLUNTARY EMERGENCY SERVICE TRANSPORT (V E S T)

England & Wales · Charity number 518275

## Details

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Other names	DIAL A BUS, RING A RIDE, V E S T COMMUNITY TRANSPORT DIAL A BUS - RING A RIDE, VEST COMMUNITY TRANSPORT
Status	Registered
Legal form	Charitable company
Company number	<a href="#">02059997</a>
Registered	1986-12-01
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Unit 45 Portmanmoor Road Industrial Estate Cardiff CF24 5HB
Phone	02920490335
Email	<a href="mailto:enquiries@vest.org">enquiries@vest.org</a>
Website	<a href="https://vestcommunitytransport.org">https://vestcommunitytransport.org</a>

## Activities

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**Objects:** TO PROVIDE A COMMUNITY TRANSPORT SERVICE FOR:(1) PERSONS WHO HAVE A SPECIAL NEED OF SUCH FACILITIES BECAUSE THEY ARE DISABLED, INFORM, ELDERLY OR BY REASON OF FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR PEOPLE WITH YOUNG CHILDREN;(2)YOUNG PEOPLE WHO HAVE A NEED OF A TRANSPORT SERVICE SO THAT THEY MAY TAKE ADVANTAGE OF RECREATIONAL OR LEISURE FACILITIES DESIGNED TO IMPROVE THEIR CONDITIONS OF LIFE:(3)PERSONS LIVING IN ISOLATED AREAS WHERE THERE ARE NO ADEQUATE PUBLIC TRANSPORT SERVICES AND;(4)CHARITABLE GROUPS.

**Activities:** The operation of a fleet of specially adapted vehicles that provide a transport service for people for whom the use on conventional public transportation presents difficulties due to restricted mobility through illness,age or disability.

## Classification

- **How:** Provides Human Resources, Provides Services
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

## Geography

- **Area of benefit:** SOUTH GLAMORGAN
- Cardiff
- Vale Of Glamorgan

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£395,492	£412,377	-	-
2024-03-31	£407,587	£401,045	-	-
2023-03-31	£392,034	£400,582	-	-
2022-03-31	£326,137	£354,074	-	-
2021-03-31	£312,475	£327,963	-	-

## Trustees

Name	Role	Appointed
CHRISTINE DAVIES		
Keith Andrew Partridge		2025-10-20
MARTIN HEALEY		
Peter Arthur Jones		2023-11-02
Robert Gareth Jones		2025-10-13
Roger Charles Brown		2023-05-12

**VOLUNTARY EMERGENCY SERVICE TRANSPORT (V E S T)**

England & Wales - Charity number 518275

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# Accounts

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**REGISTERED COMPANY NUMBER: 02059997 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 518275**

**Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2025**  
**for**  
**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Contents of the Financial Statements  
for the Year Ended 31 March 2025**

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**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives, Operations, Organisation and Funding.**

VEST is a company limited by guarantee without share capital and is a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

VEST operates a fleet of specially adapted vehicles providing a "door-to-door" transport service to people for whom the use of conventional public transport presents difficulties due to restricted mobility through illness, age or disability. VEST serves the residents of Cardiff and the Vale of Glamorgan. It operates three services: Community Transport (CT), Dial-a-Bus and Ring & Ride (DR). CT is the purely charitable element of VEST. The service is operated on behalf of the Cardiff and Vale Local Authorities on a net cost recovery basis.

Community Transport currently owns and operates five (3 to 14 seat) minibuses providing a scheduled transport service to Day Centres, clubs and charitable organisations such as the Stroke Association, Age Concern, the Parkinson's Disease Society and Sight Life Wales. Around these scheduled bookings, and subject to the availability of vehicles and drivers, it also provides a transport facility to registered groups and individuals wishing to travel within 2.5 hours of Cardiff.

DR provides two services. Dial-a-Bus operates one large (10 seat) minibus. It is a bookable, scheduled 'door to shopping centre and return' shopping service that runs each day except weekends. It serves five areas of Cardiff on weekdays and the Vale of Glamorgan on one day a week. Ring & Ride provides a bookable 'door to door' bus service within the City of Cardiff operating from 9:30 to 16.00, Monday to Thursday, 09.30 to 15.30 Friday. It has a fleet of six smaller minibuses. The DR fleet of seven vehicles is owned and capitalised by the Local Authorities.

The operation and finances of VEST are the responsibility of the Directors, who are also Trustees under the Charities Act and hold their posts in an honorary capacity. In shaping the objectives for the year and planning its activities, the Board has considered the Charity Commissions guidance on public benefit. The Charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the Community.

Overall day-to-day operation of VEST is the responsibility of a salaried full-time Operations Manager paid from CT's funds, to which the Cardiff and Vale local authorities make a 15% gross salary contribution. Community Transport is dependent upon trained volunteer drivers to operate its services but also employs a part-time administrator, paid for from CT funds. At year-end, two administrative staff and eight full-time drivers were employed on the provision of the DR services. The driving staff are paid directly on an agency basis by the local authorities. This sum does not go through the VEST accounts but is quoted in the published accounts to satisfy the Charity Commission's SORP requirements. In total 12 full or part time paid staff were employed by VEST during the year.

The main sources of funding for Community Transport are fares, grants from Cardiff County Council Adult Services Department, a bus services support grant, the local authority's manager's salary contribution, donations, fund raising activities and interest on Community Transport's reserves.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2025**

**OBJECTIVES AND ACTIVITIES**

**Review of activities and future developments**

2024-25 was our eighteenth full year at our Portmanmoor site. In November 2011, November 2016 and April 2021 we negotiated an extension of our 5-year lease on this site with our current landlord.

Overall, during 2024-25 we received 21,304 requests for service (up from 20,712 the previous year), of which the customers subsequently cancelled 2,061 (up from 1,944). We were unable to service 2,148 requests due to the unavailability of a vehicle or driver at the date and time required, so that we serviced 17,095 requests. Overall, during the year, we satisfied 90.4% of demand, carried 20,145 passengers and the fleet covered 128,494 miles.

Each year Community Transport (CT) aims to make a surplus of income over expenditure before vehicle depreciation of about £50k to service the vehicle replacement reserve. We also seek additional grant funding to help replace old and/or inefficient vehicles. The current state of the reserve is satisfactory. Vehicles are replaced only when their reliability begins to cause concern. The council has loaned DR with 2 electric taxi-style vehicles pending replacement of older minibuses.

There has been a fall in donations during the year to £171 (from £2,495). Fares income increased slightly to £17,337 (from £16,696). Costs have increased due to additional administration and older vehicle repairs. The net result of all this is that CT had a deficit of income over expenditure of £7,420. DR had a net deficit in-year of £8,677. The Trustees and operations team continue to search for new and novel forms of grant and operations income. New vehicles will be operational from April 2025 onwards and it is expected this will reduce the ever-increasing maintenance costs of the older vehicles we had in the fleet.

Cardiff Council Adult services grant continues and we have been advised that some funding for BSSG will continue to be forthcoming.

Recorded data for VEST's safety statistics confirm no significant change in standards for the year, as in previous reporting periods, all incidents and accidents, were investigated as a matter of routine, and were of a minor nature. Focussed driver training is key to sustaining safety standards. Prior to being allowed to drive fleet vehicles, all drivers - whether volunteers or permanent staff - undergo training in compliance with the Minibus Driver Awareness Scheme (MIDAS) which has been developed by the Community Transport Association (CTA) and is nationally recognised and designed to enhance minibus driving standards and promote safer operations.

Some marketing activities have been introduced to make the public at large more aware of the services we provide and how they can benefit from them. Our web site has been updated with articles and descriptions of our activities and we maintain an active social media presence but we are seeking to further enhance all aspects during next year.

The composition of the Board has changed. Ceri Witchard has assumed the appointment as Chairperson, Hugh Edney has resigned, and Rebecca Willis has assumed the role of Secretary. Roger Brown and Peter Jones (Treasurer) have joined the board.

We are deeply indebted to our volunteers; without their excellent contribution the Community Transport service could not operate. Our sincere thanks are also due to our Operations Manager, Richard Davies, our administration staff and drivers for their hard work and outstanding commitment in providing these widely appreciated services.

There are no restricted funds.

**Public benefit**

In shaping the objectives for the year and planning its activities, the trustees have considered the Charity Commission guidance on public benefit. The charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the community.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2025**

**FINANCIAL REVIEW**

**Risk Management**

The Trustees review the risks & uncertainties facing the charity on a regular basis in line with its adopted risk management policy.

**Reserves**

The board regularly review the required reserves of the charity. This review encompassed the nature of income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The Directors are aware of the need to continually monitor reserves, but are satisfied they currently have adequate resources to fulfil their requirements for the foreseeable future. During the year the charity's general reserve decreased to £362,994.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

VEST is a company limited by guarantee, as defined by the Companies Act 2006 and is without share capital. The company is also a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

**Recruitment and appointment of new trustees**

The appointed trustees actively encourage and seek to identify appropriate persons to join the board as trustees. On appointment each new trustee is provided with a copy of the Memorandum and Articles of Association and the latest Trustees Annual Report and Accounts. Appropriate training and induction is provided to enable any new trustee to fulfil their duties.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02059997 (England and Wales)

**Registered Charity number**

518275

**Registered office**

Unit 45  
Portmanmoor Road Industrial Estate  
Cardiff  
CF24 5HB

**Trustees**

Ms C R Davies  
Prof M Healey Retired  
R C Green (resigned 10.5.25)  
C L Witchard (Chairperson) (resigned 8.5.25)  
Ms R Willis (Civil Servant) (resigned 8.5.25)  
R C Brown Retired  
P A Jones (Treasurer)

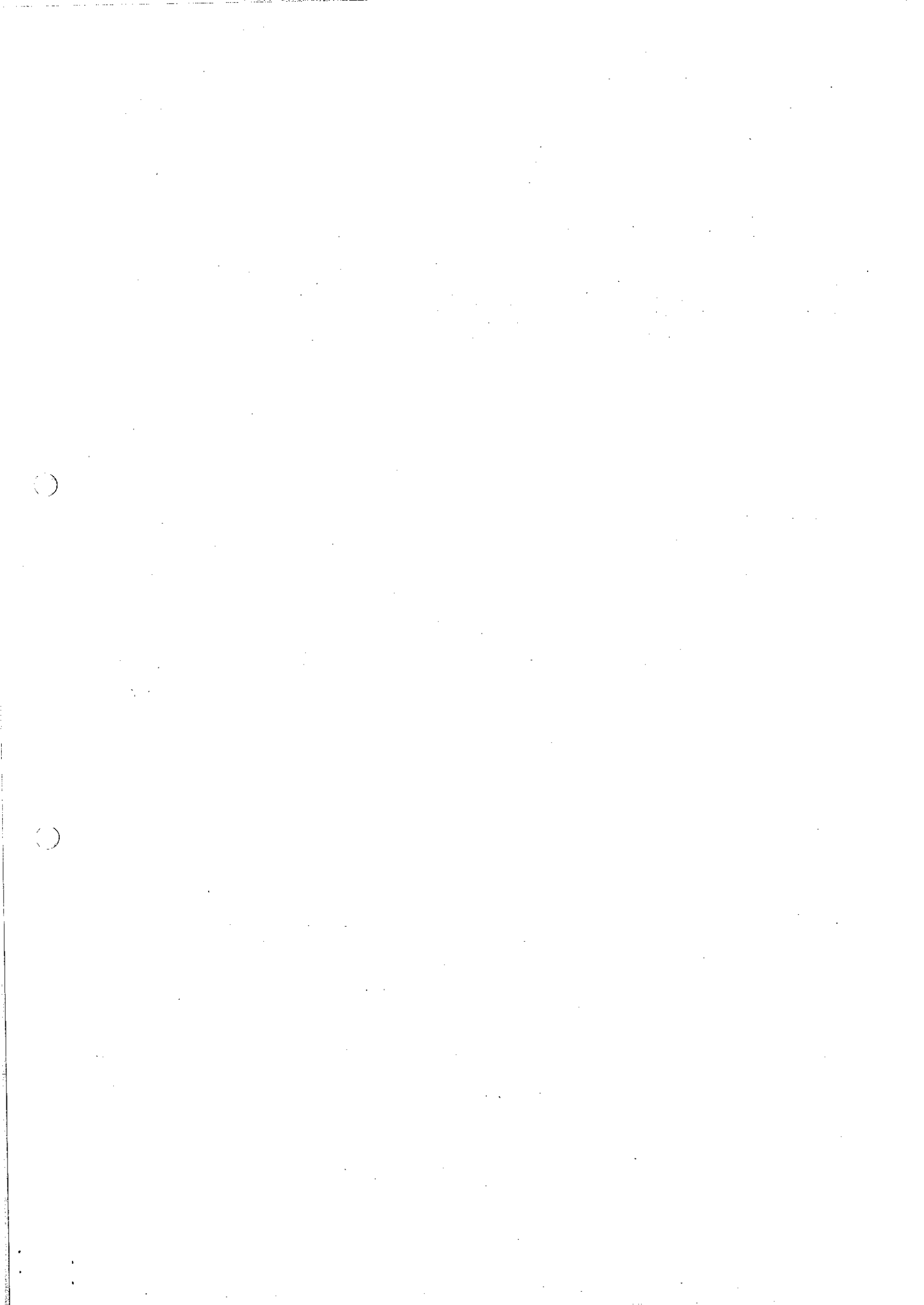
**Company Secretary**

Ms C R Davies

**Independent Examiner**

Stephen Horrigan FCA  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY



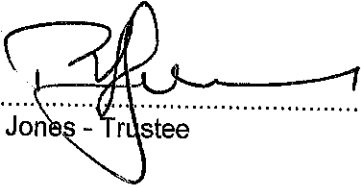


**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2025**

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 4/11/25 and signed on its behalf by:



.....  
P A Jones - Trustee



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Trustees' Responsibilities  
for the Year Ended 31 March 2025**

The trustees (who are also the directors of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

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



**Independent Examiner's Report to the Trustees of  
VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Independent examiner's report to the trustees of VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity's 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 charity'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.

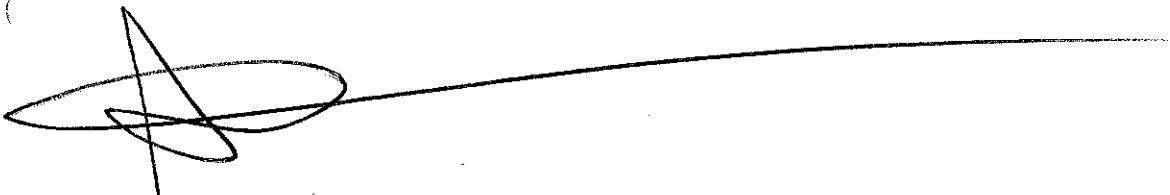
**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can 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.

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
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; or
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.



Stephen Horrigan FCA

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

Date: 4/11/25



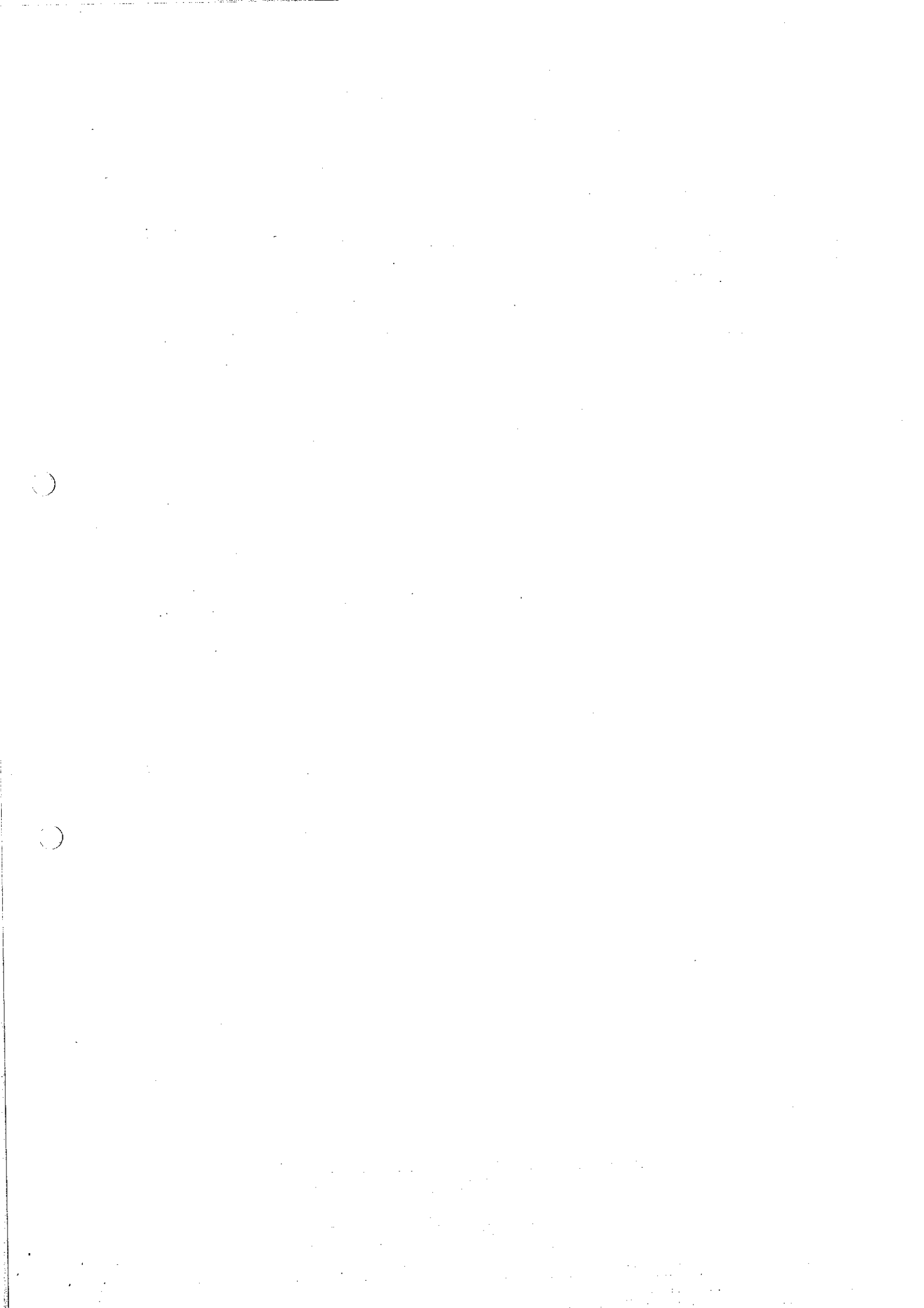
**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2025**

	Notes	2025 Unrestricted fund £	2024 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Grants, donations and legacies		287,808	278,538
<b>Charitable activities</b>	3		
Charitable activities		103,833	125,308
Investment income	2	3,851	3,741
<b>Total</b>		<u>395,492</u>	<u>407,587</u>
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities		298,572	316,499
Other		113,805	84,546
<b>Total</b>		<u>412,377</u>	<u>401,045</u>
 <b>NET INCOME/(EXPENDITURE)</b>		 (16,885)	 6,542
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		379,879	373,337
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 <u><u>362,994</u></u>	 <u><u>379,879</u></u>

The notes form part of these financial statements





**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet  
31 March 2025**

	Notes	2025 Unrestricted fund £	2024 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	54,283	72,378
<b>CURRENT ASSETS</b>			
Debtors	9	47,261	62,547
Cash at bank and in hand		283,020	267,598
		<u>330,281</u>	<u>330,145</u>
<b>CREDITORS</b>			
Amounts falling due within one year	10	(21,570)	(22,644)
<b>NET CURRENT ASSETS</b>		<u>308,711</u>	<u>307,501</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		362,994	379,879
<b>NET ASSETS</b>		<u>362,994</u>	<u>379,879</u>
<b>FUNDS</b>	11		
Unrestricted funds:			
General fund		362,994	379,879
<b>TOTAL FUNDS</b>		<u>362,994</u>	<u>379,879</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

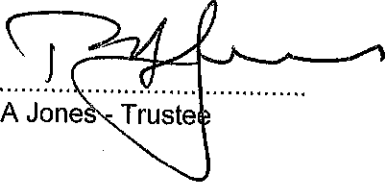


**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet - continued  
31 March 2025**

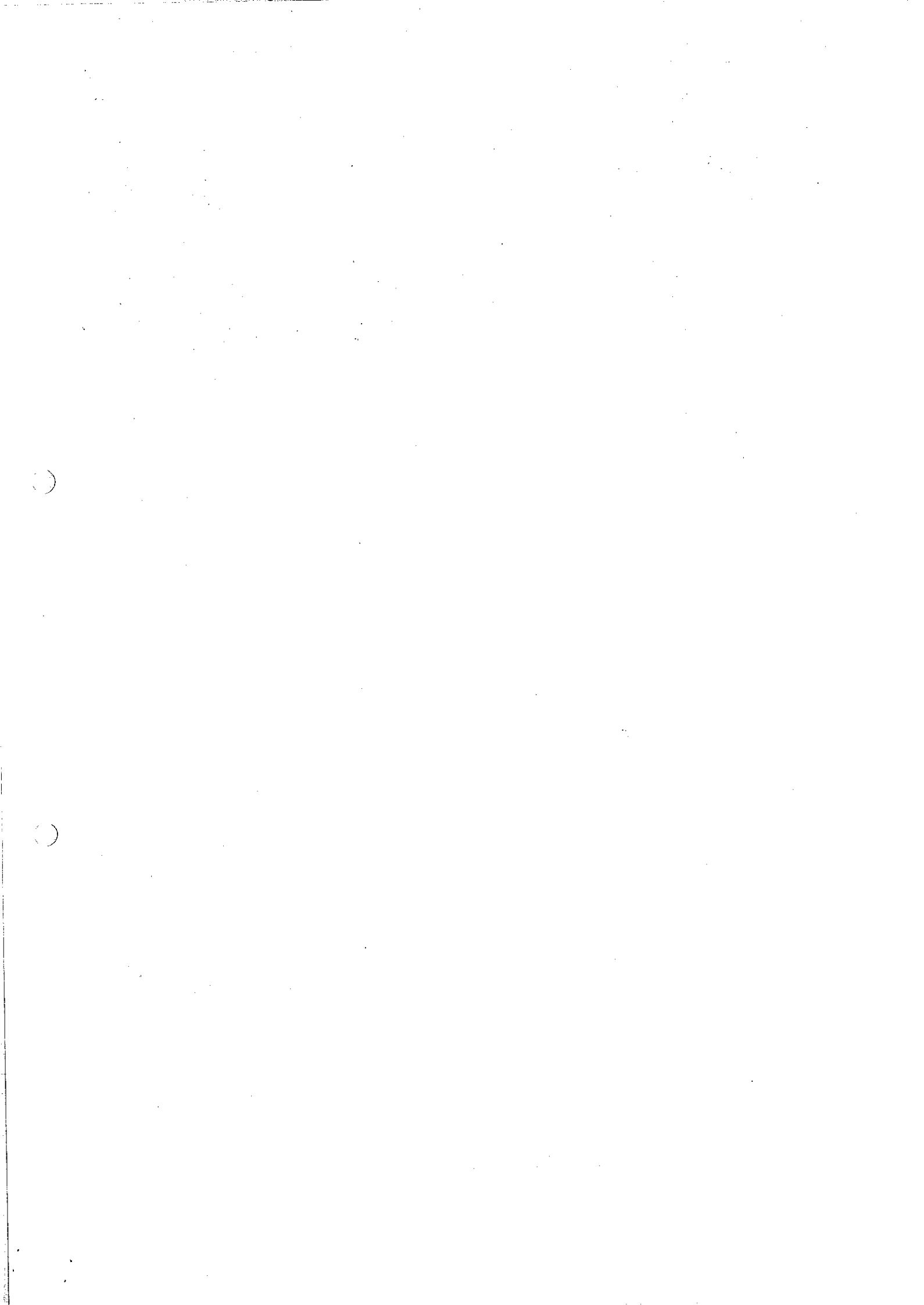
These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 4/11/25 and were signed on its behalf by:



.....  
P A Jones - Trustee





**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements  
for the Year Ended 31 March 2025**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in Pounds Sterling which is the functional operating currency of the Charity.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants are 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.

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.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Donations and gifts**

Donations and gifts are recognised when received.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity. Donated services are included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and materials.

**Tangible fixed assets**

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

Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

**Taxation**

There is no taxation liability arising on these accounts as the company is a registered charity whose income and gains are applied exclusively for charitable purposes.

**Fund accounting**

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

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

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2025**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

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

**2. INVESTMENT INCOME**

	2025	2024
Deposit account interest	£ 3,851	£ 3,741
	<u>          </u>	<u>          </u>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	2025 Charitable activities	2024 Total activities
Fares	£ 93,080	£ 119,908
Profit on disposal of vehicles	10,753	5,400
	<u>          </u>	<u>          </u>
	<u>103,833</u>	<u>125,308</u>

**4. NET INCOME/(EXPENDITURE)**

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

	2025	2024
Depreciation - owned assets	£ 18,095	£ 17,513
	<u>          </u>	<u>          </u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**6. STAFF COSTS**

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

	2025	2024
Manager	1	1
Administration	3	2
Drivers	8	8
	<u>          </u>	<u>          </u>
	<u>12</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2025**

**6. STAFF COSTS - continued**

VEST employees 11 people, a manager, 3 assistant administrators and 8 drivers. The manager is paid from CT funds, to which the local authorities contribute a supplementary grant of 15% of her gross pay cost. All other staff are employed by and paid direct by the local authorities on an agency basis. The total gross value of this agency payment during 2024/25 was £215,764.

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Grants, donations and legacies	278,538
<b>Charitable activities</b>	
Charitable activities	125,308
Investment income	3,741
<b>Total</b>	407,587
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Charitable activities	316,499
Other	84,546
<b>Total</b>	401,045
<b>NET INCOME</b>	6,542
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	373,337
<b>TOTAL FUNDS CARRIED FORWARD</b>	379,879



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**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2025**

	2025 £	2024 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Grants, donations and legacies</b>		
Donations and gifts	171	2,495
Bus Service Support Grant	9,355	8,576
Grants receivable	278,282	267,467
	287,808	278,538
<b>Investment income</b>		
Deposit account interest	3,851	3,741
<b>Charitable activities</b>		
Fares	93,080	119,908
Profit on disposal of vehicles	10,753	5,400
	103,833	125,308
<b>Total incoming resources</b>	395,492	407,587
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	215,764	217,470
Motor expenses	52,729	65,660
Travel and subsistence	1,653	1,364
Protective clothing	513	841
Computer Maintenance & Support	4,992	7,234
Training	156	429
Vehicle Depreciation	18,094	17,513
Mobile Telephone and Radio	1,873	4,063
Telephone	2,798	1,925
	298,572	316,499
<b>Support costs</b>		
<b>Management</b>		
Wages	53,737	35,187
Pensions	745	-
Rent & Rates	30,914	33,770
Insurance	1,577	2,766
Light and heat	6,888	2,971
Postage and stationery	1,822	2,671
Accountancy	2,230	2,209
Sundries	2,194	766
Legal costs (DBS checks)	4,097	1,002
Repairs & Maintenance	8,814	3,204
	113,018	84,546

This page does not form part of the statutory financial statements



**VOLUNTARY EMERGENCY SERVICE TRANSPORT (V E S T)**

England & Wales - Charity number 518275

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# Accounts

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**REGISTERED COMPANY NUMBER: 02059997 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 518275**

**Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2024**  
**for**  
**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Contents of the Financial Statements  
for the Year Ended 31 March 2024**

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**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2024**

**OBJECTIVES AND ACTIVITIES**

**Objectives, Operations, Organisation and Funding.**

VEST is a company limited by guarantee without share capital and is a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

The objectives for which the company were formed are as follows:

The objects are to provide a community transport service for

- (a) persons who have a special need of such facilities because they are disabled infirm elderly or by reason of financial hardship or social and economic circumstances or people with young children;
- (b) young people who have a need of a transport service so that they may take advantage of recreational or leisure facilities designed to improve their conditions of life;
- (c) persons living in isolated areas where there are no adequate public transport services; and
- (d) charitable groups.

VEST operates a fleet of specially adapted vehicles providing a "door-to-door" transport service to people for whom the use of conventional public transport presents difficulties due to restricted mobility through illness, age or disability. VEST serves the residents of Cardiff and the Vale of Glamorgan. It operates three services: Community Transport (CT), Dial-a-Bus and Ring & Ride (DR). CT is the purely charitable element of VEST. Both the DR services are operated on behalf of the Cardiff and Vale Local Authorities on a net cost recovery basis.

Community Transport currently owns and operates five (3 to 12 seat) minibuses providing a scheduled transport service to Day Centres, clubs and charitable organisations such as the Stroke Association, Age Concern, the Parkinson's Disease Society and Sight Life Wales. Around these scheduled bookings, and subject to the availability of vehicles and drivers, it also provides a transport facility to registered groups and individuals wishing to travel to and from any UK destination. Community Transport offers its services every day of the year.

DR provides two services. Dial-a-Bus operates one large (12 seat) minibus. It is a bookable, scheduled 'door to shopping centre and return' shopping service that runs each day except Sundays. It serves five areas of Cardiff on two and a half weekdays and the Vale of Glamorgan during the remainder of the week and Saturdays. Ring & Ride provides a bookable 'door to door' bus service within the City of Cardiff operating from 9:30 to 16.00, Monday to Thursday, 09.30 to 15.30 Friday. It has a fleet of six smaller minibuses. The DR fleet of seven vehicles is owned and capitalised by the Local Authorities.

The operation and finances of VEST are the responsibility of the Directors, who are also Trustees under the Charities Act and hold their posts in an honorary capacity. In shaping the objectives for the year and planning its activities, the Board has considered the Charity Commissions guidance on public benefit. The Charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the Community.

Overall day-to-day operation of VEST is the responsibility of a salaried full-time Operations Manager paid from CT's funds, to which the Cardiff and Vale local authorities make a 15% gross salary contribution. Community Transport is dependent upon trained volunteer driver/carers to operate its services. At year-end two administrative staff and eight full-time drivers/carers were employed on the provision of the DR services. These staff are paid directly on an agency basis by the local authorities. This sum does not go through the VEST accounts but is quoted in the published accounts to satisfy the Charity Commission's SORP requirements. In total 11 full time paid staff were employed by VEST during the year.

The main sources of funding for Community Transport are fares, grants from Cardiff County Council Adult Services Department, a bus services support grant, the local authority's manager's salary contribution, donations, fund raising activities and interest on Community Transport's reserves.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2024**

**OBJECTIVES AND ACTIVITIES**

**Review of activities and future developments**

2023/24 was our seventeenth full year at our Portmanmoor site. In November 2011, November 2016 and April 2021 we negotiated an extension of our 5-year lease on this site with our current landlord.

The Covid-19 pandemic seriously disrupted services during the previous year and services were steadily returning to more normal levels during 2023/24.

Overall, during 2023/24 we received 20,712 requests for service (down from 21,205 the previous year), of which the customers subsequently cancelled 1,944 (down from 2,167). We were unable to service 2,431 requests due to the unavailability of a vehicle or driver at the date and time required, so that we serviced 16,337 requests. Overall, during the year, we satisfied 87.0% of demand, carried 21,690 passengers and the fleet covered 134,108 miles.

Each year Community Transport (CT) needs to make a surplus of income over expenditure before vehicle depreciation of about £50k to service the vehicle replacement reserve. The current state of this reserve is satisfactory. Vehicles are replaced only when their reliability begins to cause concern. Two CT large minibus has been replaced by smaller vehicles to meet a noticeable change in the size of groups. The council have loaned DR with 2 electric taxi-style vehicles pending replacement of older minibuses.

There has been a fall in donations during the year to £2,495 (from £3,717). Fares income rose to a billed amount of £16,696 (from £15,977). The net result of all this is that CT had a surplus of income over expenditure of £6,093.

Cardiff Council Adult services grant continues and CT had a grant to cover vehicle improvements. We have been advised that some funding for BSSG will continue to be forthcoming.

Recorded data for VEST's safety statistics confirm no significant change in standards for the year, as in previous reporting periods, all incidents and accidents, were investigated as a matter of routine, and were of a minor nature. Focussed driver training is key to sustaining safety standards. Prior to being allowed to drive fleet vehicles, all drivers - whether volunteers or permanent staff - undergo training in compliance with the Minibus Driver Awareness Scheme (MIDAS) which has been developed by the Community Transport Association (CTA) and is nationally recognised and designed to enhance minibus driving standards and promote safer operations.

Some marketing activities have been introduced to make the public at large more aware of the services we provide and how they can benefit from them. Our old web site has been replaced by a modern one with up-to-date articles and descriptions of our activities and we maintain an active social media presence.

The composition of the Board has changed. Ceri Witchard has assumed the appointment as Chairperson, Hugh Edney has resigned, and Rebecca Willis has assumed the role of Secretary. Roger Brown and Peter Jones have joined the board. Roger Brown has completed a nationally recognised Health & Safety course to assume responsibility as VEST's Health & Safety Co-ordinator

We are deeply indebted to our volunteers; without their excellent contribution the Community Transport service could not operate. Our sincere thanks are also due to our Operations Manager, Richard Davies, our administration staff and drivers for their hard work and outstanding commitment in providing these widely appreciated services. Richard has introduced many new systems improving efficiency, training and statutory procedures.

There are no restricted funds.

**Public benefit**

In shaping the objectives for the year and planning its activities, the trustees have considered the Charity Commission guidance on public benefit. The charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the community.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2024**

**FINANCIAL REVIEW**

**Risk Management**

The Trustees review the risks & uncertainties facing the charity on a regular basis in line with its adopted risk management policy.

**COVID 19 RESPONSE**

The global pandemic COVID-19 affected economies during 2020 and is ongoing. The Charity has assessed the impact of this upon operations and has formulated a plan to enable the charity to meet the challenges presented. The trustees are confident the charity will have the resources to continue operations for the foreseeable future.

**Reserves**

The board regularly review the required reserves of the charity. This review encompassed the nature of income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The Directors are aware of the need to continually monitor reserves, but are satisfied they currently have adequate resources to fulfil their requirements for the foreseeable future. During the year the charity's general reserve decreased to £379,879.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

VEST is a company limited by guarantee, as defined by the Companies Act 2006 and is without share capital. The company is also a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

**Recruitment and appointment of new trustees**

The appointed trustees actively encourage and seek to identify appropriate persons to join the board as trustees. On appointment each new trustee is provided with a copy of the Memorandum and Articles of Association and the latest Trustees Annual Report and Accounts. Appropriate training and induction is provided to enable any new trustee to fulfil their duties.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02059997 (England and Wales)

**Registered Charity number**

518275

**Registered office**

Unit 45  
Portmanmoor Road Industrial Estate  
Cardiff  
CF24 5HB

**Trustees**

Ms C R Davies  
Prof M Healey (Treasurer)  
R C Green  
C L Witchard (Chairperson)  
Ms R Willis (Civil Servant)  
R C Brown Retired (appointed 12.5.23)  
P A Jones Retired (appointed 2.11.23)

**Company Secretary**

Ms C R Davies



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2024**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**  
Stephen Horrigan FCA  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 2 August 2024 and signed on its behalf by:



Prof M Healey - Trustee



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Trustees' Responsibilities  
for the Year Ended 31 March 2024**

The trustees (who are also the directors of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

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



**Independent Examiner's Report to the Trustees of  
VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Independent examiner's report to the trustees of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the charity's 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 charity'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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can 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.

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
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; or
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.



Stephen Horrigan FCA

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

2 August 2024



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		278,538	262,113
<b>Charitable activities</b>	3		
Charitable activities		125,308	129,045
Investment income	2	3,741	876
<b>Total</b>		<u>407,587</u>	<u>392,034</u>
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities		316,499	325,816
Other		84,546	74,766
<b>Total</b>		<u>401,045</u>	<u>400,582</u>
 <b>NET INCOME/(EXPENDITURE)</b>		 6,542	 (8,548)
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		373,337	381,885
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 <u><u>379,879</u></u>	 <u><u>373,337</u></u>



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet  
31 March 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	72,378	70,051
<b>CURRENT ASSETS</b>			
Debtors	9	62,547	48,424
Cash at bank and in hand		267,598	273,707
		<u>330,145</u>	<u>322,131</u>
<b>CREDITORS</b>			
Amounts falling due within one year	10	(22,644)	(18,845)
		<u>307,501</u>	<u>303,286</u>
<b>NET CURRENT ASSETS</b>			
		<u>307,501</u>	<u>303,286</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>379,879</u>	<u>373,337</u>
<b>NET ASSETS</b>		<u>379,879</u>	<u>373,337</u>
<b>FUNDS</b>	11		
Unrestricted funds:			
General fund		<u>379,879</u>	<u>373,337</u>
<b>TOTAL FUNDS</b>		<u>379,879</u>	<u>373,337</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

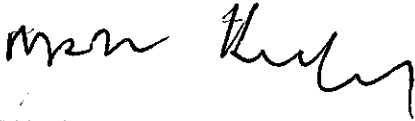
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet - continued  
31 March 2024**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 2 August 2024 and were signed on its behalf by:



M Healey - Trustee



# VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.)

## Notes to the Financial Statements for the Year Ended 31 March 2024

### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in Pounds Sterling which is the functional operating currency of the Charity.

#### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants are 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.

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.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### **Donations and gifts**

Donations and gifts are recognised when received.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity. Donated services are included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and materials.

#### **Tangible fixed assets**

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

Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

#### **Taxation**

There is no taxation liability arising on these accounts as the company is a registered charity whose income and gains are applied exclusively for charitable purposes.

#### **Fund accounting**

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

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



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

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

**2. INVESTMENT INCOME**

	2024	2023
	£	£
Deposit account interest	3,741	876
	<u>          </u>	<u>          </u>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	2024 Charitable activities	2023 Total activities
	£	£
Fares	119,908	129,045
Profit on disposal of vehicles	5,400	-
	<u>          </u>	<u>          </u>
	<u>125,308</u>	<u>129,045</u>

**4. NET INCOME/(EXPENDITURE)**

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

	2024	2023
	£	£
Depreciation - owned assets	17,513	24,000
	<u>          </u>	<u>          </u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**6. STAFF COSTS**

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

	2024	2023
Manager	1	1
Administration	2	2
Drivers	8	8
	<u>          </u>	<u>          </u>
	<u>11</u>	<u>11</u>

No employees received emoluments in excess of £60,000.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024**

**6. STAFF COSTS - continued**

VEST employees 11 people, a manager, 2 assistant administrators and 8 drivers. The manager is paid from CT funds, to which the local authorities contribute a supplementary grant of 15% of her gross pay cost. All other staff are employed by and paid direct by the local authorities on an agency basis. The total gross value of this agency payment during 2023/24 was £217,470.

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	262,113
<b>Charitable activities</b>	
Charitable activities	129,045
Investment income	876
<b>Total</b>	392,034
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Charitable activities	325,816
Other	74,766
<b>Total</b>	400,582
<b>NET INCOME/(EXPENDITURE)</b>	(8,548)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	381,885
<b>TOTAL FUNDS CARRIED FORWARD</b>	373,337



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024**

**8. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2023	294,515	22,019	316,534
Additions	19,840	-	19,840
Disposals	(86,299)	-	(86,299)
	<u>228,056</u>	<u>22,019</u>	<u>250,075</u>
<b>DEPRECIATION</b>			
At 1 April 2023	224,464	22,019	246,483
Charge for year	17,513	-	17,513
Eliminated on disposal	(86,299)	-	(86,299)
	<u>155,678</u>	<u>22,019</u>	<u>177,697</u>
<b>NET BOOK VALUE</b>			
At 31 March 2024	<u>72,378</u>	-	<u>72,378</u>
At 31 March 2023	<u>70,051</u>	-	<u>70,051</u>

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade debtors	43,516	29,835
Prepayments and accrued income	19,031	18,589
	<u>62,547</u>	<u>48,424</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade creditors	20,484	16,802
Other creditors	-	(117)
Accruals and deferred income	2,160	2,160
	<u>22,644</u>	<u>18,845</u>

**11. MOVEMENT IN FUNDS**

	At 1/4/23 £	Net movement in funds £	At 31/3/24 £
<b>Unrestricted funds</b>			
General fund	373,337	6,542	379,879
	<u>373,337</u>	<u>6,542</u>	<u>379,879</u>
<b>TOTAL FUNDS</b>	<u>373,337</u>	<u>6,542</u>	<u>379,879</u>



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024**

**11. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	407,587	(401,045)	6,542
<b>TOTAL FUNDS</b>	<u>407,587</u>	<u>(401,045)</u>	<u>6,542</u>

**Comparatives for movement in funds**

	At 1/4/22 £	Net movement in funds £	At 31/3/23 £
<b>Unrestricted funds</b>			
General fund	381,885	(8,548)	373,337
<b>TOTAL FUNDS</b>	<u>381,885</u>	<u>(8,548)</u>	<u>373,337</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	392,034	(400,582)	(8,548)
<b>TOTAL FUNDS</b>	<u>392,034</u>	<u>(400,582)</u>	<u>(8,548)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/22 £	Net movement in funds £	At 31/3/24 £
<b>Unrestricted funds</b>			
General fund	381,885	(2,006)	379,879
<b>TOTAL FUNDS</b>	<u>381,885</u>	<u>(2,006)</u>	<u>379,879</u>



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024**

**11. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	799,621	(801,627)	(2,006)
<b>TOTAL FUNDS</b>	<u>799,621</u>	<u>(801,627)</u>	<u>(2,006)</u>

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2024.

**13. ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party other than the trustees and members acting together.

**14. SHARE CAPITAL**

The charitable company is limited by guarantee and as such has no share capital. In the event of the charitable company being wound up, the liability of each member is limited to £1.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2024**

	2024 £	2023 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>	2,495	3,717
Donations and gifts	267,467	232,468
Grants receivable	8,576	25,928
Fuel Duty Rebate	<u>          </u>	<u>          </u>
	278,538	262,113
<b>Investment income</b>	3,741	876
Deposit account interest		
<b>Charitable activities</b>	119,908	129,045
Fares	5,400	-
Profit on disposal of vehicles	<u>          </u>	<u>          </u>
	125,308	129,045
<b>Total incoming resources</b>	407,587	392,034
<b>EXPENDITURE</b>		
<b>Charitable activities</b>	217,470	199,046
Wages	65,660	88,625
Motor expenses	1,364	1,575
Travel and subsistence	841	397
Protective clothing	7,234	3,984
Computer Maintenance & Support	429	1,742
Training	17,513	24,000
Vehicle Depreciation	4,063	4,954
Mobile Telephone and Radio	1,925	1,493
Telephone	<u>          </u>	<u>          </u>
	316,499	325,816
<b>Support costs</b>		
<b>Management</b>	35,187	30,000
Wages	33,770	31,916
Rent & Rates	2,766	1,714
Insurance	2,971	1,765
Light and heat	2,671	1,751
Postage and stationery	2,209	2,688
Accountancy	766	786
Sundries	1,002	775
Legal costs (DBS checks)	3,204	3,371
Repairs & Maintenance	<u>          </u>	<u>          </u>
	84,546	74,766
<b>Total resources expended</b>	401,045	400,582
<b>Net income/(expenditure)</b>	<u>          </u> 6,542	<u>          </u> (8,548)

This page does not form part of the statutory financial statements



**VOLUNTARY EMERGENCY SERVICE TRANSPORT (V E S T)**

England & Wales - Charity number 518275

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# Accounts

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**REGISTERED COMPANY NUMBER: 02059997 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 518275**

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31 March 2023**  
**for**  
**VOLUNTARY EMERGENCY SERVICE TRANSPORT**  
**(V.E.S.T.)**

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Contents of the Financial Statements  
for the Year Ended 31 March 2023**

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**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives, Operations, Organisation and Funding.**

VEST is a company limited by guarantee without share capital and is a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

VEST operates a fleet of specially adapted vehicles providing a door to door transport service to people for whom the use of conventional public transport presents difficulties due to restricted mobility through illness, age, disability or isolation. VEST serves the residents of Cardiff and the Vale of Glamorgan. It operates three services: Community Transport (CT), Dial-a-Bus and Ring & Ride (DR). CT is the purely charitable element of VEST. Both the DR services are operated on behalf of the Cardiff and Vale Local Authorities on a net cost recovery basis.

Community Transport currently owns and operates five large (16 or 17 seat) minibuses providing a scheduled transport service to Day Centres, clubs and charitable organisations such as the Stroke Association, Age Concern, the Parkinson's Disease Society and the Sight Life Wales. Around these scheduled bookings, and subject to the availability of vehicles and drivers, it also provides a transport facility to registered groups and individuals wishing to travel to and from any UK destination. Community Transport offers its services every day of the year.

DR provides two services. Dial-a-Bus operates one large (13 seat) minibus. It is a bookable, scheduled 'door to town centre and return' shopping service that runs each day except Sundays. It serves five areas of Cardiff on two and a half weekdays and the Vale of Glamorgan during the remainder of the week and Saturdays. Ring & Ride provides a bookable 'door to door' bus service within the City of Cardiff operating from 9:30 to 16.00, Monday to Thursday, 09.30 to 15.30 Friday. It has a fleet of six smaller minibuses. The DR fleet of seven vehicles is owned and capitalised by the Local Authorities.

The operation and finances of VEST are the responsibility of the Directors, who are also Trustees under the Charities Act and hold their posts in an honorary capacity. In shaping the objectives for the year and planning its activities, the Board has considered the Charity Commissions guidance on public benefit. The Charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the Community.

Overall day-to-day operation of VEST is the responsibility of a salaried full time manager paid from CT's funds, to which the Cardiff and Vale local authorities make a 15% gross salary contribution. Community Transport is dependent upon trained volunteer driver/carers to operate its services. At year-end two administrative staff and eight full-time drivers/carers were employed on the provision of the DR services. These staff are paid directly on an agency basis by the local authorities. This sum does not go through the VEST accounts but is quoted in the published accounts to satisfy the Charity Commission's SORP requirements. In total 11 full time paid staff were employed by VEST during the year.

The main sources of funding for Community Transport are fares, grants from Cardiff County Council Adult Services Department, a bus services support grant, the local authority's manager's salary contribution, donations, fund raising activities and interest on Community Transport's reserves.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2023**

**OBJECTIVES AND ACTIVITIES**

**Review of activities and future developments**

2022/23 was our sixteenth full year at our Portmanmoor site. In November 2011, November 2016 and April 2021 we negotiated an extension of our 5-year lease on this site with our current landlord.

The Covid-19 pandemic seriously disrupted services during the previous and services were steadily returning to more normal levels during 2022/23. In particular, CT services were resumed.

Overall, during 2022/23 we received 21,205 requests for service (up from 19,527 the previous year), of which the customers subsequently cancelled 2,167 (down from 2,608). We were unable to service 2,627 requests due to the unavailability of a vehicle or driver at the date and time required, so that we serviced 16,411 requests. Overall, during the year, we satisfied 86.2% of demand, carried 20,797 passengers and the fleet covered 124,267 miles.

Each year Community Transport (CT) needs to make a surplus of income over expenditure before vehicle depreciation of about £50k to service the vehicle replacement reserve. The current state of this reserve is satisfactory. Vehicles are replaced only when their reliability begins to cause concern. Delivery of a newly converted replacement 16 seater vehicle was cancelled due to the Covid-19 pandemic. .

There has been a fall in donations during the year to £3,717 (from £9,305). Fares income rose to a billed amount of £15,977 (from £5,494). The net result of all this is that CT had a loss of income over expenditure of £27,244.

We have been advised that some funding for BSSG will continue to be forthcoming.

Recorded data for VEST's safety statistics confirm no significant change in standards for the year, as in previous reporting periods, all incidents and accidents, were investigated as a matter of routine, and were of a minor nature. Focused driver training is key to sustaining safety standards. Prior to being allowed to drive fleet vehicles, all drivers - whether volunteers or permanent staff - undergo training in compliance with the Minibus Driver Awareness Scheme (MIDAS) which has been developed by the Community Transport Association (CTA) and is nationally recognised and designed to enhance minibus driving standards and promote safer operations.

Some marketing activities have been introduced to make the public at large more aware of the services we provide and how they can benefit from them. Our old web site has been replaced by a modern one with up to date articles and descriptions of our activities and we maintain an active social media presence.

The composition of the Board has changed. Ceri Witchard has assumed the appointment as Chairperson, Hugh Edney has resigned, and Rebecca Villis has joined.

We are deeply indebted to our volunteers; without their excellent contribution the Community Transport service could not operate. Our sincere thanks are also due to our Operations Manager, Richard Davies, our administration staff and drivers for their hard work and outstanding commitment in providing these widely appreciated services. Richard has in his first year introduced new systems improving efficiency, training and statutory procedures.

There are no Restricted funds.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2023**

**FINANCIAL REVIEW**

**Risk Management**

The Trustees review the risks & uncertainties facing the charity on a regular basis in line with its adopted risk management policy.

**COVID 19 RESPONSE**

The global pandemic COVID-19 affected economies during 2020 and is ongoing. The Charity has assessed the impact of this upon operations and has formulated a plan to enable the charity to meet the challenges presented. The trustees are confident the charity will have the resources to continue operations for the foreseeable future.

**Reserves**

The board regularly review the required reserves of the charity. This review encompassed the nature of income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The Directors are aware of the need to continually monitor reserves, but are satisfied they currently have adequate resources to fulfil their requirements for the foreseeable future. During the year the charity's general reserve decreased to £373,337.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

VEST is a company limited by guarantee, as defined by the Companies Act 2006 and is without share capital. The company is also a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

**Recruitment and appointment of new trustees**

The appointed trustees actively encourage and seek to identify appropriate persons to join the board as trustees. On appointment each new trustee is provided with a copy of the Memorandum and Articles of Association and the latest Trustees Annual Report and Accounts. Appropriate training and induction is provided to enable any new trustee to fulfil their duties.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02059997 (England and Wales)

**Registered Charity number**

518275

**Registered office**

Unit 45  
Portmanmoor Road Industrial Estate  
Cardiff  
CF24 5HB

**Trustees**

Ms C R Davies  
H Edney (resigned 30.11.22)  
Prof M Healey (Treasurer)  
R C Green  
C L Witchard (Chairperson)  
Ms R Villis (Civil Servant)

**Company Secretary**

Ms C R Davies

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2023**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**

Stephen Horrigan FCA  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

**Solicitors**

Leo Abse & Cohen  
40 Churchill Way  
Cardiff  
CF1 4SS

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 6 October 2023 and signed on its behalf by:

Prof M Healey - Trustee

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Trustees' Responsibilities  
for the Year Ended 31 March 2023**

The trustees (who are also the directors of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

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

**Independent Examiner's Report to the Trustees of  
VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Independent examiner's report to the trustees of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity's 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 charity'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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the **\*\*ERROR - relevant professional body must be completed\*\***, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
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; or
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.

Stephen Horrigan FCA

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

Date: .....

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Financial Activities  
for the Year Ended 31 March 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		391,158	323,932
Investment income	2	876	2,205
<b>Total</b>		392,034	326,137
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities		325,816	283,720
Other		74,766	70,354
<b>Total</b>		400,582	354,074
 <b>NET INCOME/(EXPENDITURE)</b>		 (8,548)	 (27,937)
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		381,885	409,822
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 373,337	 381,885

The notes form part of these financial statements

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet  
31 March 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	7	70,051	94,051
<b>CURRENT ASSETS</b>			
Debtors	8	48,424	41,887
Cash at bank and in hand		273,707	264,894
		<u>322,131</u>	<u>306,781</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(18,845)	(18,947)
		<u>303,286</u>	<u>287,834</u>
<b>NET CURRENT ASSETS</b>			
		<u>303,286</u>	<u>287,834</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>373,337</u>	<u>381,885</u>
<b>NET ASSETS</b>		<u>373,337</u>	<u>381,885</u>
<b>FUNDS</b>	10		
Unrestricted funds:			
General fund		373,337	381,885
<b>TOTAL FUNDS</b>		<u>373,337</u>	<u>381,885</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet - continued  
31 March 2023**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 6 October 2023 and were signed on its behalf by:

M Healey - Trustee

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements  
for the Year Ended 31 March 2023**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in Pounds Sterling which is the functional operating currency of the Charity.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants are 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.

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.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Donations and gifts**

Donations and gifts are recognised when received.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity. Donated services are included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and materials.

**Tangible fixed assets**

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

Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

**Taxation**

There is no taxation liability arising on these accounts as the company is a registered charity whose income and gains are applied exclusively for charitable purposes.

**Fund accounting**

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

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

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

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

**2. INVESTMENT INCOME**

	2023	2022
	£	£
Deposit account interest	876	2,205
	<u>876</u>	<u>2,205</u>

**3. NET INCOME/(EXPENDITURE)**

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

	2023	2022
	£	£
Depreciation - owned assets	24,000	22,800
	<u>24,000</u>	<u>22,800</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**5. STAFF COSTS**

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

	2023	2022
Manager	1	1
Administration	2	2
Drivers	8	8
	<u>11</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

VEST employees 11 people, a manager, 2 assistant administrators and 8 drivers. The manager is paid from CT funds, to which the local authorities contribute a supplementary grant of 15% of her gross pay cost. All other staff are employed by and paid direct by the local authorities on an agency basis. The total gross value of this agency payment during 2022/23 was £199,046..

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	323,932
Investment income	2,205
<b>Total</b>	<u>326,137</u>
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Charitable activities	283,720
Other	70,354
<b>Total</b>	<u>354,074</u>
<b>NET INCOME/(EXPENDITURE)</b>	(27,937)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	409,822
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>381,885</u></u>

**7. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2022 and 31 March 2023	<u>294,515</u>	<u>22,019</u>	<u>316,534</u>
<b>DEPRECIATION</b>			
At 1 April 2022	200,464	22,019	222,483
Charge for year	24,000	-	24,000
	<u>224,464</u>	<u>22,019</u>	<u>246,483</u>
At 31 March 2023	<u>224,464</u>	<u>22,019</u>	<u>246,483</u>
<b>NET BOOK VALUE</b>			
At 31 March 2023	<u>70,051</u>	-	<u>70,051</u>
At 31 March 2022	<u>94,051</u>	-	<u>94,051</u>

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

<b>8.</b>	<b>DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	2023	2022
		£	£
	Trade debtors	29,835	22,715
	Prepayments and accrued income	18,589	19,172
		<u>48,424</u>	<u>41,887</u>

<b>9.</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	2023	2022
		£	£
	Trade creditors	16,802	14,244
	Other creditors	(117)	2,500
	Accruals and deferred income	2,160	2,203
		<u>18,845</u>	<u>18,947</u>

<b>10.</b>	<b>MOVEMENT IN FUNDS</b>		Net movement in funds	At
		At 1/4/22	in funds	31/3/23
		£	£	£
	<b>Unrestricted funds</b>			
	General fund	381,885	(8,548)	373,337
		<u>381,885</u>	<u>(8,548)</u>	<u>373,337</u>
	<b>TOTAL FUNDS</b>			

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	392,034	(400,582)	(8,548)
	<u>392,034</u>	<u>(400,582)</u>	<u>(8,548)</u>
<b>TOTAL FUNDS</b>			

**Comparatives for movement in funds**

		Net movement in funds	At
	At 1/4/21	in funds	31/3/22
	£	£	£
<b>Unrestricted funds</b>			
General fund	409,822	(27,937)	381,885
	<u>409,822</u>	<u>(27,937)</u>	<u>381,885</u>
<b>TOTAL FUNDS</b>			

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**10. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	326,137	(354,074)	(27,937)
<b>TOTAL FUNDS</b>	<u>326,137</u>	<u>(354,074)</u>	<u>(27,937)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/21 £	Net movement in funds £	At 31/3/23 £
<b>Unrestricted funds</b>			
General fund	409,822	(36,485)	373,337
<b>TOTAL FUNDS</b>	<u>409,822</u>	<u>(36,485)</u>	<u>373,337</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	718,171	(754,656)	(36,485)
<b>TOTAL FUNDS</b>	<u>718,171</u>	<u>(754,656)</u>	<u>(36,485)</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2023.

**12. ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party other than the trustees and members acting together.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**13. SHARE CAPITAL**

The charitable company is limited by guarantee and as such has no share capital. In the event of the charitable company being wound up, the liability of each member is limited to £1.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations and gifts	3,717	9,305
Grants receivable	232,468	215,686
Fares	129,045	89,542
Fuel Duty Rebate	25,928	9,399
	391,158	323,932
<b>Investment income</b>		
Deposit account interest	876	2,205
	392,034	326,137
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	199,046	184,740
Motor expenses	88,625	66,880
Travel and subsistence	1,575	862
Protective clothing	397	357
Computer Maintenance & Support	3,984	4,755
Training	1,742	197
Vehicle Depreciation	24,000	22,800
Mobile Telephone and Radio	4,810	2,064
Fees and licences	144	37
Telephone	1,493	1,028
	325,816	283,720
<b>Support costs</b>		
<b>Management</b>		
Wages	30,000	32,910
Rent & Rates	31,916	19,593
Insurance	1,714	1,417
Light and heat	1,765	1,698
Postage and stationery	1,751	1,891
Accountancy	2,688	2,329
Sundries	786	661
Legal costs (DBS checks)	775	1,915
Repairs & Maintenance	3,371	7,940
	74,766	70,354
Total resources expended	400,582	354,074
<b>Net expenditure</b>	<b>(8,548)</b>	<b>(27,937)</b>

This page does not form part of the statutory financial statements

**VOLUNTARY EMERGENCY SERVICE TRANSPORT (V E S T)**

England & Wales - Charity number 518275

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# Accounts

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**REGISTERED COMPANY NUMBER: 02059997 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 518275**

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31 March 2022**  
**for**  
**VOLUNTARY EMERGENCY SERVICE TRANSPORT**  
**(V.E.S.T.)**

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Contents of the Financial Statements  
for the Year Ended 31 March 2022**

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**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives, Operations, Organisation and Funding.**

VEST is a company limited by guarantee without share capital and is a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

VEST operates a fleet of specially adapted vehicles providing a door to door transport service to people for whom the use of conventional public transport presents difficulties due to restricted mobility through illness, age, disability or isolation. VEST serves the residents of Cardiff and the Vale of Glamorgan. It operates three services: Community Transport (CT), Dial-a-Bus and Ring & Ride (DR). CT is the purely charitable element of VEST. Both the DR services are operated on behalf of the Cardiff and Vale Local Authorities on a net cost recovery basis.

Community Transport currently owns and operates five large (16 or 17 seat) minibuses providing a scheduled transport service to Day Centres, clubs and charitable organisations such as the Stroke Association, Age Concern, the Parkinson's Disease Society and the Sight Life Wales. Around these scheduled bookings, and subject to the availability of vehicles and drivers, it also provides a transport facility to registered groups and individuals wishing to travel to and from any UK destination. Community Transport offers its services every day of the year.

DR provides two services. Dial-a-Bus operates one large (13 seat) minibus. It is a bookable, scheduled 'door to town centre and return' shopping service that runs each day except Sundays. It serves five areas of Cardiff on two and a half weekdays and the Vale of Glamorgan during the remainder of the week and Saturdays. Ring & Ride provides a bookable 'door to door' bus service within the City of Cardiff operating from 9:30 to 16.00, Monday to Thursday, 09.30 to 15.30 Friday. It has a fleet of six smaller minibuses. The DR fleet of seven vehicles is owned and capitalised by the Local Authorities.

The operation and finances of VEST are the responsibility of the Directors, who are also Trustees under the Charities Act and hold their posts in an honorary capacity. In shaping the objectives for the year and planning its activities, the Board has considered the Charity Commissions guidance on public benefit. The Charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the Community.

Overall day-to-day operation of VEST is the responsibility of a salaried full time manager paid from CT's funds, to which the Cardiff and Vale local authorities make a 15% gross salary contribution. Community Transport is dependent upon trained volunteer driver/carers to operate its services. At year-end two administrative staff and eight full-time drivers/carers were employed on the provision of the DR services. These staff are paid directly on an agency basis by the local authorities. This sum does not go through the VEST accounts but is quoted in the published accounts to satisfy the Charity Commission's SORP requirements. In total 11 full time paid staff were employed by VEST during the year.

The main sources of funding for Community Transport are fares, grants from Cardiff County Council Adult Services Department, a bus services support grant, the local authority's manager's salary contribution, donations, fund raising activities and interest on Community Transport's reserves.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2022**

**OBJECTIVES AND ACTIVITIES**

**Review of activities and future developments**

2021/22 was our fifteenth full year at our Portmanmoor site. In November 2011, November 2016 and April 2021 we negotiated an extension of our 5-year lease on this site with our current landlord.

The Covid-19 pandemic seriously disrupted services during the year. Most CT services were cancelled and the fleet decommissioned. DR services were transferred to other activities such as delivering medicines from pharmacies to individuals, food parcel deliveries etc. Some normal services have resumed as lockdown eases and there is a positive trend back to pre-COVID business

Overall, during 2021/22 we received 19,527 requests for service (up from 9,770 the previous year), of which the customers subsequently cancelled 2,608 (down from 3,030). We were unable to service 1,338 requests due to the unavailability of a vehicle or driver at the date and time required, so that we serviced 15,582 requests. Overall during the year we satisfied 92% of demand, carried 19,303 passengers and the fleet covered 119,768 miles.

Each year Community Transport (CT) needs to make a surplus of income over expenditure before vehicle depreciation of about £50k to service the vehicle replacement reserve. The current state of this reserve is satisfactory. Vehicles are replaced only when their reliability begins to cause concern. Delivery of a newly converted replacement 16 seater vehicle was cancelled due to the Covid-19 pandemic. The average age of the CT fleet at the end of 2019/20 was 8 years & 10 months.

There has been a rise in donations during the year to £9,305 (from £3,561). Fares income rose to a billed amount of £5,494 (from £281). The net result of all this is that CT had a loss of income over expenditure of £20,375.

We have been advised that some funding for BSSG will continue to be forthcoming.

Recorded data for VEST's safety statistics confirm no significant change in standards for the year (2021/22). As in previous reporting periods, all incidents and accidents, were investigated as a matter of routine, and were of a minor nature. Focused driver training is key to sustaining safety standards. Prior to being allowed to drive fleet vehicles, all drivers - whether volunteers or permanent staff - undergo training in compliance with the Minibus Driver Awareness Scheme (MIDAS) which has been developed by the Community Transport Association (CTA) and is nationally recognised and designed to enhance minibus driving standards and promote safer operations.

Some marketing activities have been introduced to make the public at large more aware of the services we provide and how they can benefit from them. Our old web site has been replaced by a modern one with up to date articles and descriptions of our activities and we maintain an active social media presence.

The composition of the Board is unchanged.

We are deeply indebted to our volunteers; without their excellent contribution the Community Transport service could not operate. Our sincere thanks are also due to our manager, Caroline Cook, our administration staff and drivers for their hard work and outstanding commitment in providing these widely appreciated services. Mrs Cook is leaving at the end of March and is being replaced by Richard Davies. The trustees wish to thank Caroline for all the hard work she has put in on our behalf, VEST will not be the same without her.

There are no Restricted funds.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2022**

**FINANCIAL REVIEW**

**Risk Management**

The Trustees review the risks & uncertainties facing the charity on a regular basis in line with its adopted risk management policy.

**COVID 19 RESPONSE**

The global pandemic COVID-19 affected economies during 2020 and is ongoing. The Charity has assessed the impact of this upon operations and has formulated a plan to enable the charity to meet the challenges presented. The trustees are confident the charity will have the resources to continue operations for the foreseeable future.

**Reserves**

The board regularly review the required reserves of the charity. This review encompassed the nature of income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The Directors are aware of the need to continually monitor reserves, but are satisfied they currently have adequate resources to fulfil their requirements for the foreseeable future. During the year the charity's general reserve decreased to £381,885..

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

VEST is a company limited by guarantee, as defined by the Companies Act 2006 and is without share capital. The company is also a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

**Recruitment and appointment of new trustees**

The appointed trustees actively encourage and seek to identify appropriate persons to join the board as trustees. On appointment each new trustee is provided with a copy of the Memorandum and Articles of Association and the latest Trustees Annual Report and Accounts. Appropriate training and induction is provided to enable any new trustee to fulfil their duties.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02059997 (England and Wales)

**Registered Charity number**

518275

**Registered office**

Unit 45  
Portmanmoor Road Industrial Estate  
Cardiff  
CF24 5HB

**Trustees**

Ms C R Davies  
H Edney  
Prof M Healey (Treasurer)  
R C Green  
C L Witchard  
Ms R Villis Civil Servant (appointed 27.9.21)

**Company Secretary**

Ms C R Davies

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2022**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**

Stephen Horrigan FCA  
Institute of Chartered Accountants in England and Wales  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

**Solicitors**

Leo Abse & Cohen  
40 Churchill Way  
Cardiff  
CF1 4SS

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 10 October 2022 and signed on its behalf by:

Prof M Healey - Trustee

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Trustees' Responsibilities  
for the Year Ended 31 March 2022**

The trustees (who are also the directors of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

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

**Independent Examiner's Report to the Trustees of  
VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Independent examiner's report to the trustees of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity's 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 charity'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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
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; or
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.

Stephen Horrigan FCA  
Institute of Chartered Accountants in England and Wales  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

10 October 2022

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Financial Activities  
for the Year Ended 31 March 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		323,932	309,620
Investment income	2	2,205	2,855
<b>Total</b>		326,137	312,475
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities		283,720	258,112
Other		70,354	69,851
<b>Total</b>		354,074	327,963
 <b>NET INCOME/(EXPENDITURE)</b>		 (27,937)	 (15,488)
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		409,822	425,310
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 381,885	 409,822

The notes form part of these financial statements

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet  
31 March 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	7	94,051	116,851
<b>CURRENT ASSETS</b>			
Debtors	8	41,887	39,690
Cash at bank and in hand		264,894	268,658
		<u>306,781</u>	<u>308,348</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(18,947)	(15,377)
<b>NET CURRENT ASSETS</b>		<u>287,834</u>	<u>292,971</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		381,885	409,822
<b>NET ASSETS</b>		<u>381,885</u>	<u>409,822</u>
<b>FUNDS</b>	10		
Unrestricted funds:			
General fund		381,885	409,822
<b>TOTAL FUNDS</b>		<u>381,885</u>	<u>409,822</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet - continued  
31 March 2022**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 10 October 2022 and were signed on its behalf by:

M Healey - Trustee

# VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.)

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in Pounds Sterling which is the functional operating currency of the Charity.

#### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants are 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.

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.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### **Donations and gifts**

Donations and gifts are recognised when received.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity. Donated services are included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and materials.

#### **Tangible fixed assets**

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

Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

#### **Taxation**

There is no taxation liability arising on these accounts as the company is a registered charity whose income and gains are applied exclusively for charitable purposes.

#### **Fund accounting**

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

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

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

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

**2. INVESTMENT INCOME**

	2022	2021
	£	£
Deposit account interest	2,205	2,855
	<u>2,205</u>	<u>2,855</u>

**3. NET INCOME/(EXPENDITURE)**

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

	2022	2021
	£	£
Depreciation - owned assets	22,800	21,200
	<u>22,800</u>	<u>21,200</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**5. STAFF COSTS**

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

	2022	2021
Manager	1	1
Administration	2	2
Drivers	8	8
	<u>11</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

VEST employees 11 people, a manager, 2 assistant administrators and 8 drivers. The manager is paid from CT funds, to which the local authorities contribute a supplementary grant of 15% of her gross pay cost. All other staff are employed by and paid direct by the local authorities on an agency basis. The total gross value of this agency payment during 2021/22 was £184,740..

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	309,620
Investment income	2,855
<b>Total</b>	<u>312,475</u>
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Charitable activities	258,112
Other	69,851
<b>Total</b>	<u>327,963</u>
<b>NET INCOME/(EXPENDITURE)</b>	(15,488)
<b>RECONCILIATION OF FUNDS</b>	
<b>Total funds brought forward</b>	425,310
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>409,822</u></u>

**7. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2021 and 31 March 2022	<u>294,515</u>	<u>22,019</u>	<u>316,534</u>
<b>DEPRECIATION</b>			
At 1 April 2021	177,664	22,019	199,683
Charge for year	22,800	-	22,800
	<u>200,464</u>	<u>22,019</u>	<u>222,483</u>
At 31 March 2022	200,464	22,019	222,483
<b>NET BOOK VALUE</b>			
At 31 March 2022	<u>94,051</u>	-	<u>94,051</u>
At 31 March 2021	<u>116,851</u>	-	<u>116,851</u>

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade debtors	22,715	27,123
Prepayments and accrued income	19,172	12,567
	<u>41,887</u>	<u>39,690</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade creditors	14,244	13,217
Other creditors	2,500	-
Accruals and deferred income	2,203	2,160
	<u>18,947</u>	<u>15,377</u>

**10. MOVEMENT IN FUNDS**

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
<b>Unrestricted funds</b>			
General fund	409,822	(27,937)	381,885
	<u>409,822</u>	<u>(27,937)</u>	<u>381,885</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	326,137	(354,074)	(27,937)
	<u>326,137</u>	<u>(354,074)</u>	<u>(27,937)</u>

**Comparatives for movement in funds**

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	425,310	(15,488)	409,822
	<u>425,310</u>	<u>(15,488)</u>	<u>409,822</u>

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**

**10. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	312,475	(327,963)	(15,488)
<b>TOTAL FUNDS</b>	<u>312,475</u>	<u>(327,963)</u>	<u>(15,488)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/20 £	Net movement in funds £	At 31/3/22 £
<b>Unrestricted funds</b>			
General fund	425,310	(43,425)	381,885
<b>TOTAL FUNDS</b>	<u>425,310</u>	<u>(43,425)</u>	<u>381,885</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	638,612	(682,037)	(43,425)
<b>TOTAL FUNDS</b>	<u>638,612</u>	<u>(682,037)</u>	<u>(43,425)</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2022.

**12. ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party other than the trustees and members acting together.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022**

**13. SHARE CAPITAL**

The charitable company is limited by guarantee and as such has no share capital. In the event of the charitable company being wound up, the liability of each member is limited to £1.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations and gifts	9,305	3,561
Grants receivable	215,686	210,057
Fares	89,542	84,523
Fuel Duty Rebate	9,399	11,479
	323,932	309,620
<b>Investment income</b>		
Deposit account interest	2,205	2,855
	326,137	312,475
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	184,740	179,727
Motor expenses	66,880	47,941
Travel and subsistence	862	1,296
Protective clothing	357	313
Computer Maintenance & Support	4,755	3,424
Training	197	136
Vehicle Depreciation	22,800	21,200
Mobile Telephone and Radio	2,064	1,835
Fees and licences	37	37
Telephone	1,028	1,297
	283,720	257,206
<b>Support costs</b>		
<b>Management</b>		
Wages	32,910	28,488
Rent & Rates	19,593	33,009
Insurance	1,417	906
Light and heat	1,698	1,383
Postage and stationery	1,891	780
Accountancy	2,329	2,359
Sundries	661	846
Legal costs (DBS checks)	1,915	255
Repairs & Maintenance	7,940	2,731
	70,354	70,757
Total resources expended	354,074	327,963
<b>Net expenditure</b>	<b>(27,937)</b>	<b>(15,488)</b>

This page does not form part of the statutory financial statements

**VOLUNTARY EMERGENCY SERVICE TRANSPORT (V E S T)**

England & Wales - Charity number 518275

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# Accounts

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REGISTERED COMPANY NUMBER: 02059997 (England and Wales)  
REGISTERED CHARITY NUMBER: 518275

**Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2021  
for  
VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Contents of the Financial Statements  
for the Year Ended 31 March 2021**

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**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives, Operations, Organisation and Funding.**

VEST is a company limited by guarantee without share capital and is a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

VEST operates a fleet of specially adapted vehicles providing a door to door transport service to people for whom the use of conventional public transport presents difficulties due to restricted mobility through illness, age, disability or isolation. VEST serves the residents of Cardiff and the Vale of Glamorgan. It operates three services: Community Transport (CT), Dial-a-Bus and Ring & Ride (DR). CT is the purely charitable element of VEST. Both the DR services are operated on behalf of the Cardiff and Vale Local Authorities on a net cost recovery basis.

Community Transport currently owns and operates five large (16 or 17 seat) minibuses providing a scheduled transport service to Day Centres, clubs and charitable organisations such as the Stroke Association, Age Concern, the Parkinson's Disease Society and the Sight Life Wales. Around these scheduled bookings, and subject to the availability of vehicles and drivers, it also provides a transport facility to registered groups and individuals wishing to travel to and from any UK destination. Community Transport offers its services every day of the year.

DR provides two services. Dial-a-Bus operates one large (13 seat) minibus. It is a bookable, scheduled 'door to town centre and return' shopping service that runs each day except Sundays. It serves five areas of Cardiff on two and a half weekdays and the Vale of Glamorgan during the remainder of the week and Saturdays. Ring & Ride provides a bookable 'door to door' bus service within the City of Cardiff operating from 9:30 to 16.00, Monday to Thursday, 09.30 to 15.30 Friday. It has a fleet of six smaller minibuses. The DR fleet of seven vehicles is owned and capitalised by the Local Authorities.

The operation and finances of VEST are the responsibility of the Directors, who are also Trustees under the Charities Act and hold their posts in an honorary capacity. In shaping the objectives for the year and planning its activities, the Board has considered the Charity Commissions guidance on public benefit. The Charity gives careful consideration to ensuring its activities are accessible to all eligible users from all aspects of the Community.

Overall day-to-day operation of VEST is the responsibility of a salaried full time manager paid from CT's funds, to which the Cardiff and Vale local authorities make a 15% gross salary contribution. Community Transport is dependent upon trained volunteer driver/carers to operate its services. At year-end two administrative staff and eight full-time drivers/carers were employed on the provision of the DR services. These staff are paid directly on an agency basis by the local authorities. This sum does not go through the VEST accounts but is quoted in the published accounts to satisfy the Charity Commission's SORP requirements. In total 11 full time paid staff were employed by VEST during the year.

The main sources of funding for Community Transport are fares, grants from Cardiff County Council Adult Services Department, a bus services support grant, the local authority's manager's salary contribution, donations, fund raising activities and interest on Community Transport's reserves.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**Review of activities and future developments**

2020/21 was our fourteenth full year at our Portmanmoor site. In November 2011, November 2016 and April 2021 we negotiated an extension of our 5-year lease on this site with our current landlord.

The Covid-19 pandemic seriously disrupted services during the year. All CT services were cancelled and the fleet decommissioned. DR services were transferred to other activities such as delivering medicines from pharmacies to individuals, food parcel deliveries etc. Some normal DR services have resumed as lockdown eases.

Overall during 2020/21 we received 9,770 requests for service (down from 28,906 the previous year), of which the customers subsequently cancelled 3,030 (down from 3,080). We were unable to service 134 requests due to the unavailability of a vehicle or driver at the date and time required, so that we serviced 6,606 requests. Overall during the year we satisfied 98% of demand, carried 7,580 passengers and the fleet covered 61,007 miles.

Each year Community Transport (CT) needs to make a surplus of income over expenditure before vehicle depreciation of about £50k to service the vehicle replacement reserve. The current state of this reserve is satisfactory. Vehicles are replaced only when their reliability begins to cause concern. Delivery of a newly converted replacement 16 seater vehicle was cancelled due to the Covid-19 pandemic. The average age of the CT fleet at the end of 2019/20 was 7 years & 10 months.

There has been a rise in donations during the year to £3,561 (from £2,720). Fares income fell to a billed amount of £281 (from £36,694). The net result of all this is that CT had a loss of income over expenditure of £5,886.

We have been advised that some funding for BSSG will continue to be forthcoming.

Recorded data for VEST's safety statistics confirm no significant change in standards for the year (2020/21). As in previous reporting periods, all incidents and accidents, were investigated as a matter of routine, and were of a minor nature. Focussed driver training is key to sustaining safety standards. Prior to being allowed to drive fleet vehicles, all drivers - whether volunteers or permanent staff - undergo training in compliance with the Minibus Driver Awareness Scheme (MIDAS) which has been developed by the Community Transport Association (CTA) and is nationally recognised and designed to enhance minibus driving standards and promote safer operations.

Some marketing activities have been introduced to make the public at large more aware of the services we provide and how they can benefit from them. Our old web site has been replaced by a modern one with up to date articles and descriptions of our activities and we maintain an active social media presence.

The composition of the Board changed with the addition of Rebecca Villis to the existing members.

We are deeply indebted to our volunteers; without their excellent contribution the Community Transport service could not operate. Our sincere thanks are also due to our manager, Caroline Cook, our administration staff and drivers for their hard work and outstanding commitment in providing these widely appreciated services.

There are no Restricted funds.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2021**

**FINANCIAL REVIEW**

**Risk Management**

The Trustees review the risks & uncertainties facing the charity on a regular basis in line with its adopted risk management policy.

**COVID 19 RESPONSE**

The global pandemic COVID-19 affected economies during 2020 and is ongoing. The Charity has assessed the impact of this upon operations and has formulated a plan to enable the charity to meet the challenges presented. The trustees are confident the charity will have the resources to continue operations for the foreseeable future.

**Reserves**

The board regularly review the required reserves of the charity. This review encompassed the nature of income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The Directors are aware of the need to continually monitor reserves, but are satisfied they currently have adequate resources to fulfil their requirements for the foreseeable future. During the year the charity's general reserve decreased to £410,182.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

VEST is a company limited by guarantee, as defined by the Companies Act 2006 and is without share capital. The company is also a registered charity. It is governed by a Memorandum and Articles of Association that were last amended on 26 September 2013.

**Recruitment and appointment of new trustees**

The appointed trustees actively encourage and seek to identify appropriate persons to join the board as trustees. On appointment each new trustee is provided with a copy of the Memorandum and Articles of Association and the latest Trustees Annual Report and Accounts. Appropriate training and induction is provided to enable any new trustee to fulfil their duties.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02059997 (England and Wales)

**Registered Charity number**

518275

**Registered office**

Unit 45  
Portmanmoor Road Industrial Estate  
Cardiff  
CF24 5HB

**Trustees**

D Palmer Chairman (resigned 18.4.20)  
Ms C R Davies  
H Edney  
Prof M Healey (Treasurer)  
R C Green  
C L Witchard

**Company Secretary**

Ms C R Davies



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Report of the Trustees  
for the Year Ended 31 March 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**

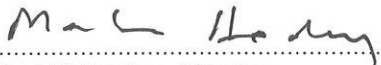
Stephen Horrigan FCA  
Institute of Chartered Accountants in England and Wales  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

**Solicitors**

Leo Abse & Cohen  
40 Churchill Way  
Cardiff  
CF1 4SS

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on ..... 20/10/2021 ..... and signed on its behalf by:



Prof M Healey - Trustee



**Independent Examiner's Report to the Trustees of  
VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Independent examiner's report to the trustees of VOLUNTARY EMERGENCY SERVICE TRANSPORT (V.E.S.T.) ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the charity's 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 charity'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.

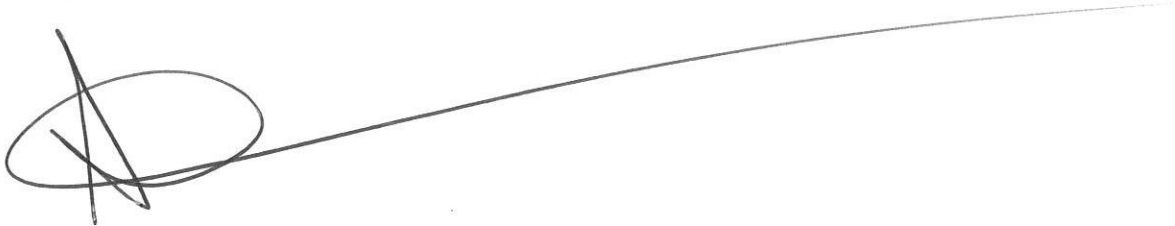
**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
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; or
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.



Stephen Horigan FCA  
Institute of Chartered Accountants in England and Wales  
DHB Accountants Limited  
Chartered Accountants  
Statutory Auditors  
110 Whitchurch Road  
Cardiff  
CF14 3LY

Date: 20/10/21



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Statement of Financial Activities  
for the Year Ended 31 March 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		309,620	358,433
Investment income	2	2,855	794
<b>Total</b>		312,475	359,227
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities		258,112	299,164
Other		69,851	66,997
<b>Total</b>		327,963	366,161
 <b>NET INCOME/(EXPENDITURE)</b>		(15,488)	(6,934)
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		425,310	432,244
 <b>TOTAL FUNDS CARRIED FORWARD</b>		409,822	425,310



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)**

**Balance Sheet  
31 March 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	7	116,851	151,347
<b>CURRENT ASSETS</b>			
Debtors	8	39,690	40,147
Cash at bank and in hand		268,658	241,219
		<u>308,348</u>	<u>281,366</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(15,377)	(7,403)
		<u>292,971</u>	<u>273,963</u>
<b>NET CURRENT ASSETS</b>			
		<u>292,971</u>	<u>273,963</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		409,822	425,310
<b>NET ASSETS</b>		<u>409,822</u>	<u>425,310</u>
<b>FUNDS</b>	10		
Unrestricted funds:			
General fund		409,822	425,310
<b>TOTAL FUNDS</b>		<u>409,822</u>	<u>425,310</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.



VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.) (Registered number: 02059997)

Balance Sheet - continued  
31 March 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 20/10/2021 and were signed on its behalf by:

*Matthew Healey*  
*Matthew Healey*  
.....  
M Healey - Trustee



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements  
for the Year Ended 31 March 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in Pounds Sterling which is the functional operating currency of the Charity.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants are 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.

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.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Donations and gifts**

Donations and gifts are recognised when received.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity. Donated services are included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and materials.

**Tangible fixed assets**

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

Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

**Taxation**

There is no taxation liability arising on these accounts as the company is a registered charity whose income and gains are applied exclusively for charitable purposes.

**Fund accounting**

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

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

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

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

**2. INVESTMENT INCOME**

	2021	2020
	£	£
Deposit account interest	2,855	794
	<u>2,855</u>	<u>794</u>

**3. NET INCOME/(EXPENDITURE)**

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

	2021	2020
	£	£
Depreciation - owned assets	21,200	21,000
	<u>21,200</u>	<u>21,000</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**5. STAFF COSTS**

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

	2021	2020
Manager	1	1
Administration	2	2
Drivers	8	8
	<u>11</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

VEST employees 11 people, a manager, 2 assistant administrators and 8 drivers. The manager is paid from CT funds, to which the local authorities contribute a supplementary grant of 15% of her gross pay cost. All other staff are employed by and paid direct by the local authorities on an agency basis. The total gross value of this agency payment during 2020/21 was £179,727.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	358,433
Investment income	794
<b>Total</b>	359,227
 <b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Charitable activities	299,164
Other	66,997
<b>Total</b>	366,161
 <b>NET INCOME/(EXPENDITURE)</b>	 (6,934)
 <b>RECONCILIATION OF FUNDS</b>	
<b>Total funds brought forward</b>	432,244
 <b>TOTAL FUNDS CARRIED FORWARD</b>	 425,310

**7. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2020	376,231	22,019	398,250
Disposals	(81,716)	-	(81,716)
At 31 March 2021	294,515	22,019	316,534
 <b>DEPRECIATION</b>			
At 1 April 2020	224,884	22,019	246,903
Charge for year	21,200	-	21,200
Eliminated on disposal	(68,420)	-	(68,420)
At 31 March 2021	177,664	22,019	199,683
 <b>NET BOOK VALUE</b>			
At 31 March 2021	116,851	-	116,851
At 31 March 2020	151,347	-	151,347

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

<b>8.</b>	<b>DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
		2021	2020
		£	£
	Trade debtors	27,123	13,320
	Prepayments and accrued income	12,567	26,827
		<u>39,690</u>	<u>40,147</u>

<b>9.</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
		2021	2020
		£	£
	Trade creditors	13,217	5,603
	Accruals and deferred income	2,160	1,800
		<u>15,377</u>	<u>7,403</u>

<b>10.</b>	<b>MOVEMENT IN FUNDS</b>			
		At 1/4/20	Net movement in funds	At 31/3/21
		£	£	£
	<b>Unrestricted funds</b>			
	General fund	425,310	(15,488)	409,822
	<b>TOTAL FUNDS</b>	<u>425,310</u>	<u>(15,488)</u>	<u>409,822</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	312,475	(327,963)	(15,488)
<b>TOTAL FUNDS</b>	<u>312,475</u>	<u>(327,963)</u>	<u>(15,488)</u>

**Comparatives for movement in funds**

	At 1/4/19	Net movement in funds	At 31/3/20
	£	£	£
<b>Unrestricted funds</b>			
General fund	432,244	(6,934)	425,310
<b>TOTAL FUNDS</b>	<u>432,244</u>	<u>(6,934)</u>	<u>425,310</u>

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**10. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	359,227	(366,161)	(6,934)
<b>TOTAL FUNDS</b>	<u>359,227</u>	<u>(366,161)</u>	<u>(6,934)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/19 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	432,244	(22,422)	409,822
<b>TOTAL FUNDS</b>	<u>432,244</u>	<u>(22,422)</u>	<u>409,822</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	671,702	(694,124)	(22,422)
<b>TOTAL FUNDS</b>	<u>671,702</u>	<u>(694,124)</u>	<u>(22,422)</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2021.

**12. ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party other than the trustees and members acting together.

**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**13. SHARE CAPITAL**

The charitable company is limited by guarantee and as such has no share capital. In the event of the charitable company being wound up, the liability of each member is limited to £1.



**VOLUNTARY EMERGENCY SERVICE TRANSPORT  
(V.E.S.T.)**

**Detailed Statement of Financial Activities  
for the Year Ended 31 March 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations and gifts	3,561	2,770
Grants receivable	210,057	206,197
Fares	84,523	134,773
Fuel Duty Rebate	11,479	14,693
	309,620	358,433
<b>Investment income</b>		
Deposit account interest	2,855	794
	312,475	359,227
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	179,727	176,452
Motor expenses	47,941	87,656
Travel and subsistence	1,296	2,485
Protective clothing	313	198
Computer Maintenance & Support	3,424	742
Training	136	3,921
Vehicle Depreciation	21,200	21,000
Mobile Telephone and Radio	1,835	1,862
Fees and licences	37	3,404
Telephone	1,297	1,168
Sundries	-	276
	257,206	299,164
<b>Support costs</b>		
<b>Management</b>		
Wages	28,488	28,488
Rent & Rates	33,009	28,406
Insurance	906	1,321
Light and heat	1,383	1,435
Postage and stationery	780	1,734
Accountancy	2,359	1,909
Sundries	846	741
Legal costs (DBS checks)	255	1,836
Repairs & Maintenance	2,731	1,127
	70,757	66,997
Total resources expended	327,963	366,161
<b>Net expenditure</b>	<b>(15,488)</b>	<b>(6,934)</b>

This page does not form part of the statutory financial statements

