

APPENDIX 1



Scottish Charity Regulator

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	12	04	2024	To	31	03	2025

Reference and administration details

Charity name	Communities in Motion CT
Other names charity is known by	
Registered charity number	SC053274
Charity's principal address	16 Balnatua
	Culbokie
	Dingwall
	Postcode IV7 8JQ

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chair	From 8 May 2025	
2	Secretary	From 12 April 2024	
3	Treasurer	From 12 April 2024	
4		From 12 April 2024	
5			
6			
7			
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11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
	From 12 April 2024
	From 12 April 2024 to 6 July 2024
	From 12 April 2024
	From 16 January 2025

Structure, governance and management

Type of governing document	CiMCT has a Constitution that provides the governing principles and practices of this membership-based charitable incorporated organisation.
Trustee recruitment and appointment	<ul style="list-style-type: none"><li>CiMCT was constituted in April 2024 with six Trustees who were already either volunteer drivers for a community transport service involving Ferintosh Community Council or with another CT organisation or passenger group.</li><li>Subsequent recruitment has focused on filling key skill gaps with respected members from the community.</li></ul>

Charitable purposes	<p>The Purposes of the charity are:</p> <ul style="list-style-type: none"><li>The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.</li><li>To seek to provide community transport solutions for both residents within the Ferintosh Community Council area and beyond where residents have difficulty with access to public</li></ul>
Summary of the main activities in relation to these objects	<p>The charity operates a small electric vehicle (Wee Ferintosh Bus) with a capacity for either 6 passengers, or 4 passengers plus a wheelchair-bound passenger.</p> <p>The service was delivered by a team of 11 volunteer drivers, 2 employed part time drivers, 2 employed part time administrators with the governance overseen by 5 volunteer trustees.</p>

## Achievements and performance

### Summary of the main achievements of the charity during the financial period

A wide range of residents from within our community use the Wee Bus to access employment, after school activities, medical appointments, shops and social events with an age range of 8 to 94.

In the 12 months, 1724 single-equivalent passenger journeys were successfully delivered with only 21 requests unfulfilled. The numbers of requests are steadily on the increase leading to plans for 2025 /2026 to access more vehicle capacity.

Community engagement has been the most satisfying outcome of the first year, beyond the welcome feedback received from passengers, witnessing the effect our volunteers have had on specific individuals across our community is both humbling and inspirational.

Whether that be:

- the ability to leave their property and interact with the wider community for the first time in years
- the ability to retain employment while residing in the community they choose
- children's ability to enjoy after school activities with their friends and after school study for exams which was previously very difficult or even impossible due to the lack of transport

## Financial review

### Brief statement of the charity's policy on reserves

Reserves have initially been set at a minimum of three months of operational costs. This ensures that there will be sufficient notice periods for employees and debtors for services that can be addressed if necessary.

As the charity matures and gathers factual data over the first year of operations, this policy will be reviewed by the trustees with any surplus funding identified and reserve values adjusted.

For the 2024 /2025 period where trading was limited to four months, surplus funds at year end were c.£17,000.00 against a reserve value of c.£15,000.00.

Details of any deficit	There is no deficit
Donated facilities and services (if any)	<p>CiMCT does not own or rent any facilities. Our administrators work from home and the Wee Bus is parked in a designated electric charging space owned by The Highland Council.</p> <p>The provision of the Wee Bus, its maintenance and its fuel are all funded by The Highland Council.</p>

APPENDIX 1

Other optional information

The progress and success of the first year has been heavily reliant on the vision and resilience of Ferintosh Community Council (FCC) members. The Wee Bus was many years in the making before CiMCT was even thought about and it was thanks to FCC support and cooperation that enabled the Wee Bus to serve the community during 2024 while the charity was being formed. Without FCC this invaluable community service just would not be in existence. The support of The Highland Council and Stagecoach Highland has also been utterly critical in reaching this successful situation.

The delivery of the service over the past year has been centred around a group of enthusiastic and committed volunteers and employees. Their contribution towards the community in which we live and the successful delivery of a sustainable transport solution based in the heart of our community has been, and we’re sure will continue to be, gratefully received by all who use this invaluable service.

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)		
OSCR will accept digital or typed signatures		

Full name(s)

[REDACTED]

Position (e.g. Chair)

Chair

Date

2<sup>nd</sup> October 2025

## Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year		-			-	
	Surplus / (deficit) shown on receipts and payments account	3,431	13,743			17,174	
						-	
						-	
	Cash and bank balances at end of year	3,431	13,743	-	-	17,174	-
(Agree balances with receipts and payments account(s))							

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
<b>B2 Investments</b>				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
<b>B3 Other assets</b>	Lenovo Thinkbook		720	660	
		Total	720	660	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
<b>B4 Liabilities</b>	Penson Mar 25 Payable		27	
		Total	27	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
<b>B5 Contingent liabilities</b>				
		Total	-	-

Signed by one or two trustees  
on behalf of all the trustees

Signature\*

Print Name

Date of  
approval






## Communities in Motion CT

SC053274

Receipts and payments accounts						
For the period from				to		
	12	04	2024		31	03 2025

## Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>A1 Receipts</b>						
Donations	70				70	
Legacies					-	
Grants - monthly contract		12,832			12,832	
Grants - annual		15,000			15,000	
Receipts from fundraising activities					-	
Gross trading receipts	3,361				3,361	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities		264			264	
					-	
<b>A1 Sub total</b>	<b>3,431</b>	<b>28,096</b>	<b>-</b>	<b>-</b>	<b>31,527</b>	<b>-</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,431</b>	<b>28,096</b>	<b>-</b>	<b>-</b>	<b>31,527</b>	<b>-</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments		13,179			13,179	
Investment management costs					-	
Payments relating directly to charitable activities		153			153	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts		301			301	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>-</b>	<b>13,633</b>	<b>-</b>	<b>-</b>	<b>13,633</b>	<b>-</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets		- 720			720	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>720</b>	<b>-</b>	<b>-</b>	<b>720</b>	<b>-</b>
<b>Total payments</b>	<b>-</b>	<b>14,353</b>	<b>-</b>	<b>-</b>	<b>14,353</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>3,431</b>	<b>13,743</b>	<b>-</b>	<b>-</b>	<b>17,174</b>	<b>-</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>3,431</b>	<b>13,743</b>	<b>-</b>	<b>-</b>	<b>17,174</b>	<b>-</b>

## Section C Notes to the Accounts

**C1 Nature and purpose of funds** (may be stated on analysis of funds worksheets)

The primary source of funding is provided from the Highland Council to provide community transport within an area where public and other means of transport is very limited, resulting in social isolation and challenges for employment and educational opportunities.

Unrestricted funding includes passenger fares with guidance stated as:- "£2 for any journey, single or return, or pay what you can"

The Purposes of the charity are:-

☐ The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.

☐ To seek to provide community transport solutions for both residents within the Ferintosh Community Council area and beyond where residents have difficulty with access to public transport, services and social connection.

The charity currently operates a single multi-purpose electric vehicle that can transport either six passengers, or four passengers and a wheelchair.

	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants	Wee Ferintosh Bus - Annual Grant	THC	1	15,000
	Wee Ferintosh Bus - monthly contract	THC	4	12,832
			Total	27,832

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)

x

	Authority under which paid	£
C3b Trustee remuneration - details		

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

x

		Number of trustees	£
C4b Trustee expenses - details			

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

**C6 Other information**



## APPENDIX 3



		<b>Independent examiner's report on the accounts</b>						v2
<b>Report to the trustees/members of</b>	Communities in Motion CT							
<b>Registered charity number</b>	SC053274							
<b>On the accounts of the charity for the period</b>	Period start date				Period end date			
	Day	Month	Year		Day	Month	Year	
	12	04	2024	to	31	03	2025	
<b>Set out on pages</b>	1-3						(remember to include the page numbers of additional sheets)	
<b>Respective responsibilities of trustees and examiner</b>	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>							
<b>Basis of independent examiner's statement</b>	<p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.</p>							
<b>Independent examiner's statement</b>	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> </li> </ol> <p>have not been met, or</p> <ol style="list-style-type: none"> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol>							
<b>Signed**:</b>					<b>Date:</b>	23 June 2025		
<b>Name:</b>								
<b>Relevant professional qualification(s) or body (if any):</b>								
<b>Address:</b>								

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

\*\* OSCR will accept digital or typed signatures

**APPENDIX 3**

**Disclosure section**

Only complete if the examiner needs to highlight material problems.

Give here brief details of  
any items that the  
examiner wishes to  
disclose