

Royston & District Community Transport

(A company limited by guarantee)

Annual Report and Financial Statements
for the Year Ended 31 March 2017

Company registration number: 06744379

Charity registration number: 1127052

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COMPANIES HOUSE

Fourways
Chartered Accountants
1a Melbourn Street
Royston
Herts
SG8 7BP

Royston District Community Transport
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**Royston & District Community Transport
Reference and Administrative Details**

Charity name Royston & District Community Transport

Charity registration number 1127052

Company registration number 06744379

Principal office Royston Hospital
London Road
Royston
Herts
SG8 9EN

Registered office Royston Hospital
London Road
Royston
Herts
SG8 9EN

Trustees Dr John Hedges
Mr Ronald Comben
Mr Ian Hirst
Mr Ivan King
Mr Keith Parker
Mr Francis Smith
Mr Peter Heath
Mrs Patricia Johnson
Mr Brian Johnson

Secretary Mr David Wherrell, Manager

Director Dr John Hedges
Mr Ian Hirst
Mr Ronald Comben
Mr Ivan King
Mr Keith Parker
Mr Peter Heath
Mr Francis Smith
Mrs Patricia Johnson
Mr Brian Johnson

Royston & District Community Transport
Reference and Administrative Details

Accountant

Fourways Chartered Accountants
1a Melbourn Street
Royston
Herts
SG8 7BP

Royston & District Community Transport Trustees' Report

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated on 7th November 2008, and registered as a charity on 4th December 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1. The scheme has taken out Trustee's Indemnity Insurance in accordance with the Memorandum and Articles of Association, with Zurich Insurance.

The directors of the charitable limited company are the trustees of the registered charity and the organisation is run in accordance with the Memorandum and Articles of Association.

Aims and Objectives

The scheme provides volunteer drivers using their own cars or minibus/MPV for transport of eligible persons for social and health reasons.

Our charities purposes as set out in the objects contained within the company's memorandum of association are to provide a community transport service for such of the inhabitants of Royston and the surrounding villages of North and East Hertfordshire and South Cambridgeshire ("the area of benefit") who are in need of such a service because of age, sickness or disability (mental or physical), or poverty, or because of a lack of availability of adequate and safe public passenger services.

The aims of the charity are to provide a low cost transport service for residents of Royston and the surrounding area who are eligible for reasons of age, impaired mobility or rural isolation.

Public Benefit

The charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties. In particular in the period covered by these accounts the achievements of the charity to that end include continuing to build on our established client base, with individual and group members. Journeys undertaken continue to increase year on year. The number of volunteer drivers has remained at approximately eighty.

Financial Review

The scheme functions on a non-profit basis and liaises with the health and social services, other statutory services and voluntary bodies. The charity does not operate a specific reserves policy and no funds are held by the charity as custodian trustees on behalf of others. There is continuous fund-raising for specific projects; the current project is towards the cost of recruiting an additional co-ordinator and the next replacement vehicle.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 18th October 2017 and signed on its behalf by:



Mr David Wherrell
Secretary

Independent Examiner's Report to the Trustees of
Royston & District Community Transport

I report on the accounts of the company for the year ended 31 March 2017, which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

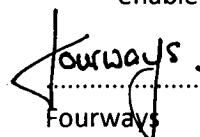
Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Fourways
Chartered Accountants

1a Melbourn Street
Royston
Herts
SG8 7BP

18th October 2017

Royston & District Community Transport
Statement of Financial Activities (including Income and Expenditure Account)
for the Year Ended 31 March 2017

		Unrestricted	Total Funds	Total Funds
		Funds	Year ended	Year ended
	Note	£	2017	2016
			£	£
Incoming resources				
Incoming resources from generated funds				
Voluntary income	2	175,871	175,871	89,296
Total incoming resources		175,871	175,871	89,296
Resources expended				
Costs of generating funds				
Costs of generating voluntary income	4	98,902	98,902	85,867
Total resources expended		98,902	98,902	85,867
Net movements in funds		76,968	76,968	3,429
Reconciliation of funds				
Total funds brought forward		57,964	57,964	54,535
Total funds carried forward		134,932	134,932	57,964

The notes on the following pages form an integral part of these financial statements.

Royston & District Community Transport
Balance Sheet as at 31 March 2017

		2017		2016
	Note	£	£	£
Fixed assets				
Tangible assets	9		84,123	24,641
Current assets				
Debtors	10	19,200		15,307
Cash at bank and in hand		<u>35,040</u>		<u>22,753</u>
		54,240		38,060
 Creditors: Amounts falling due within one year	 11	 <u>(3,430)</u>		 <u>(4,737)</u>
 Net current assets/(liabilities)			 <u>50,810</u>	 <u>33,323</u>
 Net assets			 <u>134,932</u>	 <u>57,964</u>

The funds of the charity:

Unrestricted funds

Unrestricted income funds	134,932	57,964
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Total charity funds

	<u>134,932</u>	<u>57,964</u>
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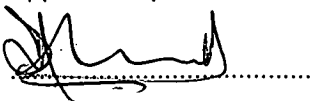
For the financial year ended 31st March 2017, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board on 18th October 2017 and signed on its behalf by:



Mr David Wherrell
Secretary



Mr Francis Smith
Trustee

The notes on the following pages form an integral part of these financial statements.

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) (effective 1 January 2015), also known as the Charities SORP (FRSSE), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Further details of each fund are disclosed in note 14.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs associated with attracting voluntary income.

Fixed assets

Individual fixed assets are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Plant and machinery 25% declining balance basis monthly
including motor vehicles

2 Voluntary income

	Unrestricted Funds £	Total Funds Year ended 2017 £	Total Funds Year ended 2016 £
Donations and legacies			
Appeals and donations	99,756	99,756	22,959
Grants - other agencies	40,865	40,865	29,412
Interest on cash deposits	14	14	8
Primary purpose trading	35,235	35,235	36,917
	<u>175,871</u>	<u>175,871</u>	<u>89,296</u>

Royston & District Community Transport
Notes to the Financial Statements for the Year Ended 31 March 2017

3 Grants receivable

	Unrestricted Funds £	Total Funds Year ended 2017 £	Total Funds Year ended 2016 £
Grants - other agencies	40,865	40,865	29,412

4 Total resources expended

	Donations and legacies £	Total £
Direct costs		
Cost of goods sold	28,114	26,764
Other direct costs	308	1,031
Employment costs	39,012	37,760
Insurance	5,183	3,944
Office expenses	1,737	3,044
Printing, posting and stationery	1,497	2,019
Loss to book value on sale of assets	-	-
Advertising and promotion	-	-
Staff Training	-	147
Professional fees	3,993	2,944
Depreciation of tangible fixed assets	19,058	8,214
	<u>98,902</u>	<u>85,867</u>

5 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

6 Net expenditure

Net expenditure is stated after charging:

	Year ended 2017 £	Year ended 2016 £
Depreciation of tangible fixed assets	19,058	8,214
	<u> </u>	<u> </u>

Royston & District Community Transport
Notes to the Financial Statements for the Year Ended 31 March 2017

7 Employees' remuneration

The aggregate payroll costs of these persons were as follows:

	Year ended 2017 £	Year ended 2016 £
Wages and salaries	39,012	37,760
No employee received emoluments of more than £60,000 during this or the previous year.		

8 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

9 Tangible fixed assets

	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
Cost			
As at 1 April 2016	68,655	5,499	74,154
Additions	78,540	-	78,540
Disposals	-	-	-
As at 31 March 2017	147,195	5,499	152,695
Depreciation			
As at 1 April 2016	45,706	3,808	49,514
Charge for the year	18,680	378	19,058
Disposals	-	-	-
As at 31 March 2017	64,386	4,186	68,572
Net book value			
As at 31 March 2017	82,809	1,314	84,123
As at 31 March 2016	22,949	1,691	24,641

10 Debtors

	2017 £	2016 £
Trade debtors	16,161	5,268
Prepayments and accrued income	3,040	10,039
	19,200	15,307

Royston & District Community Transport
Notes to the Financial Statements for the Year Ended 31 March 2017

11 Creditors: Amounts falling due within one year

	2017	2016
	£	£
Bank loans and overdrafts	-	-
Trade creditors	2,110	2,116
Taxation and social security	-	1,301
Accruals and deferred income	1,320	1,320
	<u>3,430</u>	<u>4,737</u>

12 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

13 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

14 Analysis of funds

	At 2016	Incoming resources	Resources expended	At 2017
	£	£	£	£
General Funds				
Unrestricted income fund	57,964	175,871	(98,902)	134,932

15 Net assets by fund

	Unrestricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£
Tangible assets	84,123	84,123	24,641
Current assets	54,240	54,240	38,060
Creditors:			
Amounts due within one year	(3,430)	(3,430)	(4,737)
Net assets	<u>134,932</u>	<u>134,932</u>	<u>57,964</u>

Royston & District Community Transport
Statement of financial activities by fund Year Ended 31 March 2017

	Unrestricted income fund 2017 £	Unrestricted income fund 2016 £
Incoming resources		
Incoming resources from generated funds		
Voluntary income	175,871	89,296
Total incoming resources	<u>175,871</u>	<u>89,296</u>
Resources expended		
Costs of generating funds		
Costs of generating voluntary income	98,902	85,867
Total resources expended	<u>98,902</u>	<u>85,867</u>
 Net movements in funds	 76,968	 3,429
Reconciliation of funds		
Total funds brought forward	57,964	54,535
Total funds carried forward	<u>134,932</u>	<u>57,964</u>