

Felixstowe Area Community Transport Scheme Ltd

F.A.C.T.S

Annual Report and Accounts 2011-2012

COMPANY REGISTRATION N^o 4710761

The Portakabin, Garrison Lane Car Park, Felixstowe IP12 7SH

Tele: 013942828257 Email facts4bus2car@btconnect.com

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COMPANIES HOUSE

Felixstowe Area Community Transport Ltd

Registered Charity No 1098025 Company Registration No 4710761

Trustees Annual Report 2011-2012

The Trustees are pleased to present their report together with the financial accounts for the year ended 31st March 2012.

The company, which is limited by guarantee, operates under the terms of its memorandum and articles of association and in accordance with the requirements of the charity commission

It is structured to provide various transport services for the benefit of those in Felixstowe and the greater Felixstowe peninsular that are in need of such services because of age, sickness, disability, poverty or because of the lack of adequate public services

Those services are provided under the working name of FACTS

The Trustee/ Directors who manage the charity are:-

Richard Love

Michael Osborne

Christopher Wheddon

Trustees are appointed in accordance with company articles

Representatives of staff, volunteers, users and our supporting partners, Suffolk County Council are invited to attend the quarterly management meetings

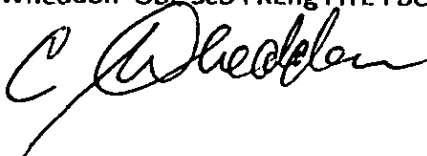
The Charity performed creditably during the fiscal year 2011-2012. We made a loss on the Dial a Ride service and broke even on the Community Car service but when we factor in the Group Hire service we run the we had an operating surplus of £17,166 which includes a grant from Suffolk Foundation of £5000 for a new vehicle

The performance of the Charity is wholly dependent on our volunteers and part time staff and the Trustees would like to formally recognise the time and effort that all of the Facts community give so generously

The accounts show that we have adequate capital reserves to cover the replacement of our fixed assets They have been independently examined in accordance with current company and charity legislation

Signed on behalf of the Trustees

Dr C Wheddon OBE ScD FREng FITE FBCS CEng CITP



Felixstowe Area Community Transport Limited
Registered Charity No. 1098025 Company
Registration No. 4710761

Independent Examiner's Report to the Trustees/ Directors

I report on the accounts of the Company for the year ended 31st March 2012.

Respective responsibilities of trustees and examiner

In your role as trustees/directors you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply and that an independent examination is appropriate.

It is my responsibility to examine the accounts (under section 43(3)(a) of the Act), to follow the procedures specified in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act), and to state whether particular matters have come to my attention


Basis of my report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

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
 - a) to keep accounting records in accordance with section 41 of the Act, and
 - b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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



A G. Thirkettle
Independent Examiner


12th June 2012

12 Westmorland Road
Felixstowe, Suffolk

Accountants' Report

Under the Small Companies Provision the Financial Statements for the year ended 31 March 2012 have been prepared from the books, records and information supplied, together with explanations given and are in accordance therewith. In our view the Financial Statements give a true and fair view of the state of the Company's affairs as at 31 March 2012 and of its operating surplus for the period then ended.

Gillian Mellor



Date 30th May 2012

Notes to the accounts for the year ended 31 March 2012

1. Sundry Income includes an amount of £5000 received from the Suffolk Foundation. This was awarded specifically for the purchase of a new vehicle (Vauxhall Vivara).
2. This figure includes four Prepayments (payments relating to 2012-13 but paid before the 2011-12 year end) which include British Telecom, Suffolk Acre, BKJ office & vehicle insurance. It also includes an amount for Accrued Income (Income relating to 2011-12 but received after this year end), which includes a Community Car Svc Grant for Jan-Mar12 & a proportion of travel voucher income.
3. This figure is Accrued Expenses (payments relating to 2011-12 but paid after this year end), which are in this instance Driver Payments.
4. The amount showing under VAT is the amount owing to HMRC as at 31 03 12.

Accounting Policies

Basis of Accounting

The Financial Statements have been prepared in accordance with applicable accounting standards on the historical cost basis.

Depreciation

Depreciation and amounts written off are calculated so as to write off the cost of fixed assets over their estimated useful lives at the following rate:-

Office (Portacabin)	20% straight line
All Vehicles	20% straight line
Equipment	20% reducing balance

Capital Reserve

The capital reserve represents funds set aside for Capital Expenditure, these funds are held in a separate deposit bank account (COIF Account).

FELIXSTOWE AREA COMMUNITY TRANSPORT LIMITED**Income & Expense a/c for the year ended 31 March 2012**

<u>Dial a Ride Service</u>	<u>£</u>	<u>£</u>
<u>Income:</u>		
Fares	8986	
Donations	144	
Other Grants (BSOG)	1234	
SCC Grant	<u>12075</u>	22439
<u>Expense:</u>		
<u>Staffing:</u>		
Salaries	13997	
Employers NIC	1013	
Expenses	637	
Training	54	
<u>Premises:</u>		
Rent & Rates	1227	
Heat & Light	1354	
Maintenance & Cleaning	2104	
<u>Office:</u>		
Postage	119	
Telephone & Internet	801	
Printing, Stationery & Copying	278	
Insurance	495	
Office Equipment maintenance	35	
Publicity	0	
Accountancy & Audit	1720	
Legal	0	
Membership subscriptions	407	
General Expenses	191	24432
Surplus / Deficit before Depreciation		-1993
Less Depreciation		<u>-2416</u>
<u>Surplus / Deficit for the year</u>		<u>-4409</u>

FELIXSTOWE AREA COMMUNITY TRANSPORT LIMITED**Income & Expense a/c for the year ended 31 March 2012**

<u>Community Car Service Service</u>	<u>£</u>	<u>£</u>
<u>Income</u>		
Fares	5597	
Grant - Revenue	3157	
Grant - Admin	<u>1711</u>	10465
<u>Expense:</u>		
Service Cost	8754	
Admin Cost	<u>1711</u>	10465
<u>Surplus / Deficit for the year</u>		<u>0</u>

FELIXSTOWE AREA COMMUNITY TRANSPORT LIMITED**Income & Expense a/c for the year ended 31 March 2012**

<u>Group Hire</u>	<u>£</u>	<u>£</u>
<u>Income:</u>		
Car Hire	7573	
Kestrel Hire	769	
Kangoo hire	3074	
Peugeot Hire	2405	
Mercedes Hire	12309	
SCC Vehicles	10003	
Other Grants (BSOG)	1314	
Donations	3	37450
<u>Expense</u>		
Salaries	7446	
Employers NIC	111	
Driver Payments	6369	
Telephone	891	
<u>Vehicles</u>		
<u>Kestrel</u>		
Insurance & Recovery	0	
Fuel	242	
Maintenance	0	
Road Tax	0	
<u>Kangoo</u>		
Insurance & Recovery	122	
Fuel	1631	
Maintenance	736	
Road Tax	72	
<u>Peugeot</u>		
Insurance & Recovery	125	
Fuel	1278	
Maintenance	1096	
Road Tax	215	
<u>Mercedes</u>		
Insurance & Recovery	431	
Fuel	2408	
Maintenance	1330	
Road Tax	0	24503
Surplus / Deficit before Depreciation		12947
Less Depreciation		<u>-4400</u>
<u>Surplus / Deficit for the year</u>		<u>8547</u>

FELIXSTOWE AREA COMMUNITY TRANSPORT LIMITED

Income & Expense a/c for the year ended 31 March 2012

<u>Felixstowe Feeder Service</u>	<u>£</u>	<u>£</u>
<u>Income.</u>		
Fares	237	
Funding	<u>9052</u>	9289
<u>Expense.</u>		
Wages & PAYE	6233	
Vehicle Running Costs	146	
Admin Cost	<u>12</u>	6391
<u>Surplus / Deficit for the year</u>		<u>2,898</u>

FELIXSTOWE AREA COMMUNITY TRANSPORT LIMITEDIncome & Expense a/c for the year ended 31 March 2012

<u>Summary</u>	<u>Income</u>	<u>Expense</u>	<u>Surplus / Deficit</u>
Dial a Ride	22439	24432	-1993
Community Car Service	10465	10465	0
Group Hire	37450	24503	12947
Felixstowe Feeder	<u>9289</u>	<u>6391</u>	<u>2898</u>
Operating Result	79643	65791	13852
Plus:			
Gain on disposal (Kestrel)	2896	0	2896
Sundry (see note 1)	5075	332	4743
Donations	2330	0	2330
Interest on Deposit a/c	265	0	265
Bad Debts	<u>0</u>	<u>104</u>	<u>-104</u>
Total Income & Expense before Depreciation			23982
<u>Less Depreciation</u>			<u>-6816</u>
 <u>Total Operating Surplus / Deficit</u>			 <u>£ 17,166</u>

FELIXSTOWE AREA COMMUNITY TRANSPORT LIMITED

Balance Sheet as at 31 March 2012

<u>Fixed Assets</u>	<u>Cost</u>	<u>Additions</u>	<u>Chg for the period</u>	<u>Total Dep'n</u>	<u>Net Book Value</u>
Office Portakabin	22847	0	0	22847	0
New Portakabin	0	11401	2281	2281	9120
Mercedes	0	22000	4400	4400	17600
Kangoo	12410	0	0	12410	0
Peugeot	20098	0	0	20098	0
Office Equip	<u>3743</u>	<u>271</u>	<u>135</u>	<u>3474</u>	<u>540</u>
	59098	33672	6816	65510	27260

Current Assets

Debtors	3138
Prepayments (see note 2)	3708
Cash on Deposit a/c	35286
Cash at Bank	25933
Petty Cash	0
	68065

Current Liabilities due within one year

Creditors	1225
Accruals (see note 3)	593
VAT (see note 4)	1115
	2933

Net Current Assets **65132**

Total Assets less Current Liabilities **92392**

Represented by:

Reserves

Restricted Funds

Funds set aside for Capital Expenditure 35286

Unrestricted Funds

Income & Expense a/c 57106

Total Funds **92392**

Examiner instead of Auditor

For the year ended 31 March 2012, the company was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for: complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

Signed



C Wheddon (Director)

Signed



A G Thurkettle (Independent Examiner)