

COMMUNITY TRANSPORT SOUTH LAKELAND

(A Company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2009

Charity number: 1105221
Company number: 5122372

FRIDAY



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COMMUNITY TRANSPORT SOUTH LAKELAND

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COMMUNITY TRANSPORT SOUTH LAKELAND

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2009

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2009.

Reference and Administrative Details

Charity number:	1105221
Company number:	5122372
Registered Office	Stricklandgate House 92 Stricklandgate Kendal Cumbria LA9 4PU
Bankers	Yorkshire Bank 7 Stricklandgate Kendal Cumbria LA9 4NB
Solicitors	None appointed

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees in office during the year were as follows:

Chairman:	J D Train	
Honorary Treasurer and Secretary:	P Smith	
Elected Trustees:	J Phillips	
	F Hodson	
	M Leftwich	appointed 20 January 2009

COMMUNITY TRANSPORT SOUTH LAKELAND

Structure, Governance and Management

Governing Document

Community Transport South Lakeland is a company limited by guarantee, governed by its Memorandum and Articles of Association (dated 7th May 2004), being formerly an unincorporated charity. It is registered as a charity with the Charity Commission. The liability of each member in the event of winding up shall not exceed £1. On 1st November, 2004, the charity took over the operations of the unincorporated charity Community Transport South Lakeland (Charity No: 1043704). All funds and assets were transferred at this date to the limited company.

Recruitment and Appointment of Trustees

As set out in the Articles of Association the Chair of the Trustees and the Treasurer are nominated by the Management Committee. Officers must serve for one year and may offer themselves for reappointment. All members are entitled to nominate themselves for appointment as a trustee.

Trustee Induction and Training

Newly appointed trustees are shown around the premises to brief them on the activities of the charity and to inform them of their legal obligations under both Charity and Company Law.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Objectives and Activities

The objects of the charity are to provide a community transport service for such of the inhabitants of South Lakeland and its neighbourhood 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.

Achievements and Performance

Charitable activities

Community Transport South Lakeland has continued to deliver existing voluntary car scheme services throughout South Lakeland. Previously, the charity operated a minibus brokerage scheme, responsibility for this was transferred to Cumbria Community Transport, enabling CTSL to concentrate on the provision and development of voluntary car schemes.

Financial Performance

Private donations have enabled CTSL to clear all debts brought forward from the previous operating period. Operating grants from the County Council have enabled the Trustees to continue the successful operation of the car schemes.

Financial Review

Reserves policy

CTSL makes no financial commitments which exceed the reasonable commitments of funding which have been made by others to CTSL.

COMMUNITY TRANSPORT SOUTH LAKELAND

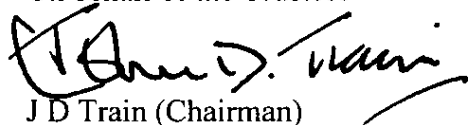
Trustees' Responsibilities in relation to the Financial Statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial period and of its surplus or deficit for the financial period. In doing so the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Trustees

A handwritten signature in black ink, appearing to read 'J D Train', with a long horizontal flourish extending to the right.

J D Train (Chairman)

19 August 2009

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COMMUNITY TRANSPORT SOUTH LAKELAND

I report on the accounts for the year ended 31st March 2009, which are set out on pages 1 to 9.

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;

to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and

to 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 report

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

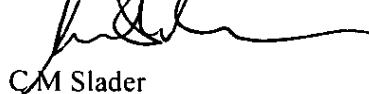
(1) which gives me reasonable cause to believe that in any material respect the requirements:

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 Charities

have 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.



CM Slader
20 Craig Walk
Windermere
LA23 2HB

19 August 2009

COMMUNITY TRANSPORT SOUTH LAKELAND

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST MARCH 2009

	Note	2009 Unrestricted Funds	2008 * Total Funds
Incoming resources			
Incoming resources from generated funds:			
<i>Voluntary Income</i>			
Donations and Grants	3	20,494	7,634
<i>Investment income</i>	3	104	3
Incoming resources from charitable activities:			
Voluntary Car Scheme	3	10,178	4,686
CTSL Minibus & Minibus Brokerage Scheme	3	-	8,513
Total incoming resources		<u>£ 30,776</u>	<u>£ 20,836</u>
Resources expended			
<i>Costs of generating funds</i>			
Costs of generating voluntary income	4	-	1,838
<i>Charitable activities</i>			
Voluntary Car Scheme	4	21,025	10,202
CTSL Minibus & Minibus Brokerage Scheme	4	-	14,064
Training Project	4	-	6,105
<i>Governance costs</i>	4	250	1,022
Total resources expended		<u>£ 21,275</u>	<u>£ 33,231</u>
Net incoming/(outgoing) resources before transfers			
		9,501	(12,395)
Reconciliation of Funds			
Total funds brought forward		(6,867)	5,528
Total funds carried forward		<u>£ 2,634</u>	<u>(£ 6,867)</u>

The statement of financial activities includes all gains and losses recognised in the year.

* The comparative figures are for the 5 months ended 31st March 2008.

The notes on pages 7 to 11 form part of these financial statements.

All incoming resources and resources expended derive from continuing activities.

COMMUNITY TRANSPORT SOUTH LAKELAND

BALANCE SHEET AS AT 31ST MARCH 2009

	Note	2009	2008
Current assets			
Debtors	9	1,143	12,037
Cash at bank and in hand		<u>2,636</u>	<u>1,838</u>
		3,779	13,875
Creditors:			
Amounts falling due within one year	10	<u>1,145</u>	<u>20,742</u>
Net current assets / (liabilities)		<u>2,634</u>	<u>(6,867)</u>
Total assets less current liabilities		<u>£ 2,634</u>	<u>(£ 6,867)</u>
The funds of the charity:			
Unrestricted funds		<u>2,634</u>	<u>(6,867)</u>
Total charity funds		<u>£ 2,634</u>	<u>(£ 6,867)</u>

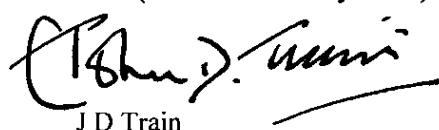
The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31st March 2009.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st July 2006 in accordance with Section 249B(2) of the Companies Act 1985.

The trustees acknowledge responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226A and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.


These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).



J D Train

Trustee

19 August 2009



P Smith

Trustee

The notes on pages 7 to 11 form part of these financial statements.

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2009

1 Accounting Policies

a) Basis of preparation

The Financial Statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities", the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Companies Act 1985. The principal accounting policies adopted in the preparation of the financial statements are set out below.

b) Incoming resources

Voluntary income including donations and grants are recognised gross where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Income is only deferred where the donor has specified conditions which must be met before the charity has unconditional entitlement.

Income from charitable activities is recognised as earned (as the services are provided).

The voluntary car scheme is a project operating throughout South Lakeland where volunteer drivers use their own cars to transport passengers for a fixed mileage charge to cover their expenses.

Investment income is recognised on a receivable basis.

c) Donations and voluntary income

The value of services provided by volunteers is not incorporated into these financial statements.

Gifts in kind, where they are capable of financial measurement, are included in the accounts at their estimated valuation.

d) Resources expended

Expenditure is incurred when a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income.

- Charitable activities include expenditure associated with the delivery of services.

-Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

e) Tangible fixed assets

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Office Equipment	4 Years
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f) Fund accounting

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

g) Pensions

The company offers all employees a 5% employers contribution to their individual pension schemes (after a six month probationary period for new staff). The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged in the profit and loss account.

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2009

3 Incoming resources

	2009	2008
<u>Unrestricted Funds</u>		
<i>Voluntary Income</i>		
Grants and Donations		
Donations	10,480	-
Cumbria County Council	10,014	7,634
	<u>£ 20,494</u>	<u>£ 7,634</u>
<i>Investment income</i>		
Bank Interest Receivable	4	3
PAYE online filing incentive	100	-
	<u>£ 104</u>	<u>£ 3</u>
<i>Incoming resources from charitable activities</i>		
Voluntary Car Scheme		
Contract Travel	10,178	4,526
Voluntary Driver Expenses	-	160
	<u>£ 10,178</u>	<u>£ 4,686</u>
CTSL Minibus & Minibus Brokerage Scheme		
CTSL Minibus	-	1,092
Non-CTSL Minibus Income	-	5,216
Brokerage Income	-	875
Training Courses Delivered	-	1,330
	<u>£ -</u>	<u>£ 8,513</u>

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2009

4 Resources Expended

	2009	2008
<i>Costs of generating funds</i>		
Support Costs	<u>£ -</u>	<u>£ 1,838</u>
<i>Charitable activities</i>		
Voluntary Car Scheme		
Contract Travel	8,614	3,252
Support Costs	<u>12,411</u>	<u>6,950</u>
	<u>£ 21,025</u>	<u>£ 10,202</u>
CTSL Minibus & Minibus Brokerage Scheme		
Minibus Management	-	2,263
Minibus Owner Payments	-	5,991
Support Costs	-	5,810
	<u>£ -</u>	<u>£ 14,064</u>
Training Project		
Training and Support Costs	<u>£ -</u>	<u>£ 6,105</u>
<i>Governance costs</i>		
Reporting Accountants Fees	250	1,022
	<u>£ 250</u>	<u>£ 1,022</u>

5 Trustees' Expenditure

Trustees' emoluments:	<u>£ -</u>	<u>£ -</u>
Expenses reimbursed to the trustees:	<u>£ -</u>	<u>£ -</u>

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2009

6 Staff Costs

Employee costs during the year:

Salaries	6,547	12,637
Social security costs	152	287
Pension contributions	367	350
	<u>£ 7,066</u>	<u>£ 13,274</u>

7 Taxation

Community Transport South Lakeland is a registered charity and is thus exempt from tax on income and gains falling within section 505 (1) (c) of the Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are a

There was no UK Corporation Tax payable during the year.

8 Tangible fixed assets

	Computers, Furniture & Fittings	Total
Cost		
At 31 March 2008 and 2009	<u>£ 11,562</u>	<u>£ 11,562</u>
Depreciation		
At 31 March 2008 and 2009	<u>£ 11,562</u>	<u>£ 11,562</u>
Net book value		
At 31 March 2008 and 2009	<u>£ -</u>	<u>£ -</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2009

9 Debtors - amounts falling due within one year

	2009	2008
Trade debtors	1,143	7,656
Prepayments	-	4,381
	<u>£ 1,143</u>	<u>£ 12,037</u>

10 Creditors - amounts falling due within one year

Taxation and social security	48	4,930
Other creditors	1,097	15,812
	<u>£ 1,145</u>	<u>£ 20,742</u>

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2009

Support costs	2009 Total	2008 Total
Salaries and Pensions	7,066	13,274
Rent & Service Charge	2,296	2,640
Printing and Stationery	312	1,103
Computer Costs	360	131
Telephone & Internet	646	1,190
Postage	218	101
Insurance	928	309
General Running Costs	10	786
Bookkeeping and Accountancy	575	215
Training	-	163
Repairs & Renewals	-	-
Staff Travel	-	655
Depreciation	-	-
	<u>£ 12,411</u>	<u>£ 20,567</u>

This analysis does not form part of the statutory accounts