

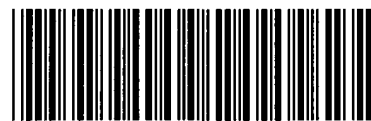
Charity Registration Number: 1135441

Company Registration Number: 07141268

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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## **PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

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**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**  
**COMPANY INFORMATION FOR THE YEAR ENDED 31 MARCH 2021**

Trustees: Mr D N Vivian  
Mr M T J Bishop  
Mr M Huntley  
Mr P A Tamblin  
Mr I F Mckey

Registered Office: 3 Alan Road  
Padstow  
Cornwall PL28 8DS

Registered Number: 07141268

Registered Charity Number: 1135441

Accountants: Whitakers  
Bryndon House  
5/7 Berry Road  
Newquay  
Cornwall TR7 1AD

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**  
**REPORT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021**

The Trustees present their report with the Financial Statements for the year ended 31 March 2021.

**STATUS AND ADMINISTRATION**

The Charity is a company limited by guarantee and a registered charity with the Charity Commission. It was incorporated on 30 January 2010. The accounts comply with current statutory requirements and the charity's governing documents, Memorandum and Articles of Association and the 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 (FRS102) (effective 1 January 2015).

**AIM AND PURPOSE**

Padstow and District Community Transport (P&DCT) has the responsibility of running a community mini bus service for the benefit of local residents and organisations.

**OBJECTIVES AND ACTIVITIES**

P&DCT is committed to providing and maintaining community transport facilities in the Padstow and District area for the benefit of any persons who have need of such facilities due to poverty, disability or age; or those living in isolated areas, where there is no adequate public transport facility. In addition the mini bus is available for hire and use by local charitable and community organizations who are affiliated to P&DCT.

In planning these activities, P&DCT have considered the Charity Commissioner's guidance on public benefit and in particular to increase the availability of community transport facilities for local residents.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

P&DCT is governed by its Trustee Board which is responsible for setting the strategic direction of the organisation and the policy of the charity. The Trustees carry the ultimate responsibility for the conduct of P&DCT and for ensuring that the charity satisfies its legal and contractual obligations. Trustees meet on a regular basis.

The Trustees (directors) during the period under review were:

Mr M T Bishop  
Mr M K Huntley (Chairman)  
Mr P Tamblin  
Mr D N Vivian  
Mr I F McKey

At the annual general meeting, one third of the Directors must retire from office. Any and all of the retiring Directors are eligible to stand, for re-election.

The directors are appointed according to the Articles of Association and are referred to in that document as the Board of Trustees.

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**  
**REPORT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021 (CONTINUED)**

**REVIEW OF FINANCIAL ACTIVITIES**

The financial results for the year are set out in the Statement of Financial Activities on page 8 and the position at the end of the year is shown in the Balance Sheet on page 9.

The lease on the Alan Road garage had been renewed with Cornwall Council in 2014/15 on a fixed rent agreement for an initial five years, and at this point with an option to extend on the same terms for a further five years.

The organisation is run entirely by volunteers including all the drivers of the mini bus and we would like to thank them for their hard work during the year in question. P&DCT has a Section 19 Bus Permit.

The financial year to March 2021 was rendered unique in the history of our organisation because of the Covid19 epidemic lockdown and our risk assessment that we could not keep our volunteers drivers and passengers safe until the threat of infection passed or there was an effective vaccination system in place.

The effect of this was that we have operated no service whatsoever in the year to March 2021. The Community Minibus was closed to the public following it's last journey on 12th March 2020 and did not come back into operation until 13th June 2021.

During this year we have had to pay all the costs of keeping the vehicle insured, maintained and in good running order plus insurance premiums in respect of our various liabilities.

The bank balance at the 31st March 2020 was £26,850.98 and by 31st March had reduced to £24,954.57 with the only incoming funds being Padstow Town Council's grant of £1,500. We are as ever very grateful for their support of our service which is seen as a valuable community initiative.

It is pleasing to report that the service is now up and running but currently at a lower rate than previous years as many community groups who were using the minibus have not resumed their normal activities because of the remaining threat of the epidemic.

We face an uncertain future. The existing directors and trustees had been trying for 18 months to 2 years to find volunteers to take their place without any success and decided that the time had come to issue an ultimatum to the community. The following excerpt from their message which went out in letters, emails, on facebook and other forms of social media not only explains their reason for doing so but also makes clear the strength of the organisation which they have established over the last 12 years, it's importance to the community and the opportunity it provides for a new team to continue it's success for many years to come.

**"COMMUNITY MINIBUS SERVICE TO CLOSE THIS YEAR**

It is with great regret that I must tell you that the directors and trustees, who have managed the Padstow & District Community Minibus for over 12 years, have decided the service will close on the 31st December 2021 if no volunteers come forward in the meantime, able and willing to take their place.

This decision has been taken with a great deal of reluctance. In the past year we have tried in different ways to appeal for help in the community without anyone coming forward. We are all over the age of 70, some well over, some with serious personal and family health concerns and another who is now living in West Sussex. If we cannot find anyone to take over from us then the service has to close.

The origins of the Community Minibus were in the working group that helped the Town Council draw up the first Parish Plan. It identified the need for local community groups, particularly those representing the elderly and people with mobility problems to have access to a means of transport. Cornwall Council provided the money but none of us knew anything about operating a bus service.

Now there is in place a framework which ensures the service could continue for many years to come as long as there are the people able and willing to look after its best interests.

The current Minibus was brand new in 2016, built to our own specifications in the light of experiences with the first bus and provides easy access for all members of the community. It has been inspected, serviced and maintained by the Cormac Workshop in Bodmin to the most rigorous of standards. It has its own garage in Alan Road and there is money in the accounts to keep it in tip top condition for years to come. All the insurance arrangements are handled by a national firm of brokers, specialists in dealing with Community Minibuses. Each year they check on our behalf to make sure we get the best deal for our needs and they have never let us down. Any new management volunteers would find that they could step into this structure with the minimum of fuss and concern. Were they to need any help or advice the existing team would be happy to make themselves available for as long as was felt necessary."

The good news is that discussions are currently taking place with a group of interested volunteers and there is reason to believe they will be successful. However the future has not yet been secured.

#### RESERVES POLICY

Funds are required to maintain the current mini bus – for such items as road fund tax, insurance, servicing costs and running costs. Although hirers are charged for their hiring, it has to be realistic rate and does not, at present, completely cover all the ongoing costs.

#### DIRECTORS' RESPONSIBILITIES

Company Law requires the trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that year.

In preparing those accounts, the trustees are required to:


- a. select suitable accounting policies and then apply them consistently;
- b. make judgments and estimates that are reasonable and prudent;
- c. state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- d. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are also 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 ensuring that the company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against material loss or unauthorized use and to prevent and detect fraud and other irregularities.

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**  
**REPORT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021 (CONTINUED)**

This report has been prepared in accordance with the special provisions of the Companies Act 2006 applicable to companies subject to the small companies' regime and follows the recommendations in 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 (FRS102) (effective 1 January 2015).

On behalf of the trustees



Mr I F McKey (Finance Director)

Dated: 1/12/2021

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**ON THE UNAUDITED ACCOUNTS OF**  
**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021 set out on pages 8 to 15.

**Responsibilities and basis of report**

As the charity's trustees, you responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts did not accord with the accounting records or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



L P SOLE FCA

**Whitakers**  
Reporting Accountants & Chartered Accountants

Bryndon House  
5/7 Berry Road  
Newquay  
Cornwall  
TR7 1AD

Dated: 7/12/21



**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>Incoming Resources</b>					
<b>Incoming and endowments from:</b>					
<i>Donations and legacies</i>					77
Membership Subscriptions		-	-	-	59
Legacies & Donations		-	-	-	-
Grants	2	1,500	-	1,500	1,830
<i>Charitable activities</i>					
Mini bus hire & refundable fares	3	-	-	-	3,006
Profit on disposal of vehicle		-	-	-	-
<i>Other trading activities</i>		-	-	-	-
<i>Investment income:</i>					
Interest Receivable		-	-	-	-
<b>Total Incoming Resources</b>		<u>1,500</u>	<u>-</u>	<u>1,500</u>	<u>4,972</u>
<b>Resources Expended</b>					
<i>Raising funds</i>	4	586	-	586	1,048
<i>Charitable activities</i>	5	2,892	3,516	6,408	8,643
<b>Total Resources Expended</b>		<u>3,478</u>	<u>3,516</u>	<u>6,994</u>	<u>9,691</u>
<b>Net Incoming / (Outgoing)</b>					
resources for the year		(1,978)	(3,516)	(5,494)	(4,719)
<b>Net movement in funds</b>		(1,978)	(3,516)	(5,494)	(4,719)
<b>Transfers between funds</b>		-	-	-	-
<b>Reconciliation of Funds</b>					
Total funds brought forward		13,762	27,297	41,059	45,778
<b>Total funds carried forward</b>		<u>11,784</u>	<u>23,781</u>	<u>35,565</u>	<u>41,059</u>

The statement of financial activities includes all gains and losses in the period. All incoming resources and resources expended derive from continuing activities.

These financial statements do not incorporate the significant value attributed to volunteers' hours and other intangible incoming resources that contributed to the activities of the organisation.

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

**BALANCE SHEET AT 31 MARCH 2021**

	Notes	£	2021	£	£	2020	£
<b>FIXED ASSETS</b>							
Tangible Assets	9			10,547			14,063
<b>CURRENT ASSETS</b>							
Debtors & Prepayments	10		409			520	
Cheques & Cash in hand			5			41	
Cash at Bank (Current account)			<u>24,955</u>			<u>26,851</u>	
				<u>25,369</u>			<u>27,412</u>
<b>CURRENT LIABILITIES: Amounts falling due within one year</b>							
	11		<u>(351)</u>			<u>(416)</u>	
				<u>(351)</u>			<u>(416)</u>
<b>NET CURRENT ASSETS</b>				<u>25,018</u>			<u>26,996</u>
<b>TOTAL NET ASSETS</b>				<u><b>£35,565</b></u>			<u><b>£41,059</b></u>
<b>REPRESENTED BY</b>							
Unrestricted Fund	13						
Accumulated Fund			11,784			13,762	
Designated Funds			<u>-</u>			<u>-</u>	
				11,784			13,762
Restricted Fund	12			<u>23,781</u>			<u>27,297</u>
				<u><b>£35,565</b></u>			<u><b>£41,059</b></u>

The trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies' subject to the small companies' regime.

The notes form part of these Financial Statements

Mr I F McKey (Finance Director)



Approved by the Board on:

## **PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

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

#### **1. ACCOUNTING POLICIES**

##### **a. General**

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities SORP applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015). (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

##### **b. Incoming Resources**

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except in so far as they are incapable of financial measurement.

Capital grants received are immediately reflected as restricted funds. The restricted fund is reduced by a transfer of amounts equivalent to the depreciation charge over the expected useful life of the asset.

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

Incoming resources are recognised in the financial statements when the effect of a transaction or other event results in an increase in the Charity's assets. Dependent upon:

1. The Charity's entitlement to the income.
2. When it is virtually certain that the income resource will be received.
3. When the monetary value of the income can be measured with sufficient reliability.

##### **c. Resources Expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned on an appropriate basis.

- Charitable expenditure comprises of those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examiners fees.

##### **d. Tangible fixed assets & Depreciation**

Tangible fixed assets are valued at historic cost less any transaction costs. No revaluations are required as all assets have a short life. No de minimis value has been set and assets have been reviewed for impairments by the trustees.

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

## **PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

### **Notes to the Financial Statements for the Year Ended 31 March 2021 (Continued)**

#### **e. Realised and unrealised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on asset disposals are calculated as the difference between sales proceeds and the net book value recorded in the accounts.

#### **f. Unrestricted Funds**

Unrestricted funds are grants and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

#### **g. Designated Funds**

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes. The use of such funds is at the Trustees' discretion.

#### **h. Restricted Funds**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of support costs.

### **2. GRANTS**

	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
Government Grant	-	-	-	-
Padstow Town Council	1,500	-	1,500	1,830
	<u>1,500</u>	<u>-</u>	<u>1,500</u>	<u>1,830</u>

### **3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
Hire fees	-	-	-	2,664
Fuel reimbursement	-	-	-	342
Concessionary fares refund	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,006</u>

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

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

**4. COSTS OF GENERATING VOLUNTARY INCOME**

	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
Driver training costs	-	-	-	-
Property rental & expenses	261	-	261	393
Telephone	-	-	-	326
Electricity	325	-	325	329
Advertising	-	-	-	-
	<u>586</u>	<u>-</u>	<u>586</u>	<u>1,048</u>

**5. CHARITABLE ACTIVITIES**

	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
Fuel	21	-	21	905
Discounts given	-	-	-	35
Vehicle Inspection & Road Licence costs	374	-	374	224
Vehicle Servicing & Repair costs	274	-	274	523
Insurance - Vehicle	1,067	-	1,067	1,183
- Public liability	695	-	695	493
Sundry vehicle costs	23	-	23	217
Incorporation costs	13	-	13	26
Accountancy	350	-	350	350
Small equipment purchases	75	-	75	-
Depreciation of minibus	-	3,516	3,516	4,687
	<u>2,892</u>	<u>3,516</u>	<u>6,408</u>	<u>8,643</u>

**6. TRUSTEES**

None of the trustees (or any persons connected with them) received any remuneration or reimbursement of out-of-pocket expenses during the period.

# **PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

## **Notes to the Financial Statements for the Year Ended 31 March 2021 (Continued)**

### **7. NET INCOMING RESOURCES FOR THE YEAR**

	2021 £	2020 £
This is stated after charging:		
Depreciation	3,516	4,687
Accountancy fees	350	350
	<u>3,866</u>	<u>5,037</u>

### **8. TAXATION**

The charitable company is exempt from Corporation Tax on its charitable activities.

### **9. TANGIBLE FIXED ASSETS**

	VEHICLES £	TOTAL £
Cost as at 1.4.20	38,490	38,490
Additions	-	-
Disposals	-	-
	<u>38,490</u>	<u>38,490</u>
Cost as at 31.3.21	38,490	38,490
Depreciation as at 1.4.20	24,427	24,427
Depreciation for the year	3,516	3,516
Disposals	-	-
	<u>27,943</u>	<u>27,943</u>
Depreciation as at 31.3.21	27,943	27,943
Net Book Value 1.4.20	<u>14,063</u>	<u>14,063</u>
Net Book Value 31.3.21	<u>10,547</u>	<u>10,547</u>

### **10. DEBTORS**

	2021 £	2020 £
Amounts falling due within one year:		
Debtors	40	40
Prepayments	365	374
VAT reclaimable	4	106
	<u>409</u>	<u>520</u>

# **PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

## **Notes to the Financial Statements for the Year Ended 31 March 2021 (Continued)**

### **11. CREDITORS**

	2021 £	2020 £
Amounts falling due within one year:		
Trade creditors	1	64
Accrued income	-	-
Accruals	350	350
Allocated grant funds	-	-
VAT payable	-	2
	<u>351</u>	<u>416</u>

### **12. RESTRICTED FUNDS**

	Balance as at 1.4.20 £	Incoming resources £	Movement in funds Expenditure £	Transfers £	Balance as at 31.3.21 £
Minibus fund	27,297	-	(3,516)	-	23,781
	<u>27,297</u>	<u>-</u>	<u>(3,516)</u>	<u>-</u>	<u>23,781</u>

#### **Minibus Fund**

The fund is reduced by an amount equivalent to the depreciation charge on the minibus bus each year in the accordance with the depreciation policy stated.

### **13. UNRESTRICTED FUNDS**

	Balance as at 1.4.20 £	Incoming resources £	Movement in funds Expenditure £	Transfers £	Balance as at 31.3.21 £
Designated Funds	-	-	-	-	-
General Funds	13,762	1,500	(3,478)	-	11,784
	<u>13,762</u>	<u>1,500</u>	<u>(3,478)</u>	<u>-</u>	<u>11,784</u>

**PADSTOW AND DISTRICT COMMUNITY TRANSPORT**

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

**14. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Restricted Funds £	Unrestricted Funds £	Designated Funds £	Total Funds £
Tangible fixed assets	10,547	-	-	10,547
Net current assets	13,234	11,784	-	25,018
Total net assets as at 31 March 2021	<u>23,781</u>	<u>11,784</u>	<u>-</u>	<u>35,565</u>

**15. GUARANTEE**

The company is limited by guarantee. Each member has guaranteed the sum of £1 on winding up.