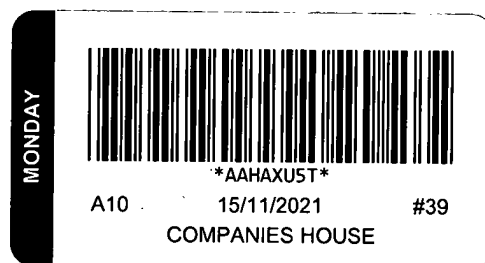


Ilkley & District Good Neighbours Community Transport

Charity number 1105631

A company limited by guarantee number 05109768

Annual Report and Financial Statements for the year ended 31 March 2021



West Yorkshire Community Accounting Service

Ilkley & District Good Neighbours Community Transport

Annual Report and Financial Statements for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Ilkley & District Good Neighbours Community Transport

Trustees' report for the year ended 31 March 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
John Barker	Chair	
John Jewitt	Treasurer to March 2021	
Geoffrey A Maldwyn-Jones		
Peter Settle		
Ian Wilson	Treasurer from March 2021	Appointed November 2020
Charity number	1105631	Registered in England and Wales
Company number	05109768	Registered in England and Wales
Registered and principal address	Bankers	
Riddings Hall	HSBC Bank plc	
Riddings Road	1 Wells Road	
Ilkley	Ilkley	
LS29 9LU	LS29 8HG	

Accountants

West Yorkshire Community Accounting Service
Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 22 April 2004. It is governed by a memorandum and articles of association as amended by special resolution on 21 March 2017. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To provide a community transport service for such of the inhabitants of Ilkley, Addingham, Burley-In-Wharfedale and Menston 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.

Ilkley & District Good Neighbours Community Transport

Trustees' report (continued) for the year ended 31 March 2021

The charity's main activities

Ilkley Community Transport provides transport for disadvantaged residents throughout our locality. We also assist voluntary and community organisations, charities and local authorities by providing the accessible transport and driver training necessary to achieve their own objectives.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

Due to Covid, activity has been extremely limited. We have provided transport support for school holiday food box programmes and transport to medical appointments, mostly for vaccinations. The buses and car lift drivers made a number of trips to the Skipton Gateway centre and other locations. The activity levels compared to the previous year are shown below:

	2019-20	2020-21
Bus Hire	445	1
Car Lifts	292	47

We are most grateful to Yorkshire Building Society for the grant to help make buses more Covid secure. This enabled fitting screens between the driver and passengers in all three vehicles, and the purchase of sanitising products.

The retirement of Ian Padley, our Transport Coordinator just before the Covid pandemic enabled running with reduced costs for more than a year and the recruitment of a new coordinator to be delayed until June 2021 in time for the business restarting in July.

We would extend our grateful thanks to all our volunteers, as well as the staff of Ilkley Good Neighbours and Community Action Bradford & District who have helped in the activity that has been possible in these very difficult circumstances.

Financial review

The net expenditure for the year was £22,002, including net expenditure of £22,291 on unrestricted funds and net income of £289 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £49,384.

The trustees believe there is no need to set aside specific reserves within the annual report and accounts. All potential liabilities would be adequately covered by available funds. The only unbudgeted liabilities would be major repairs to one or more of the buses. In the event that sufficient funds were not readily available to cover a repair, the trustees would have the option of disposing of one vehicle either to avoid the repair cost or to provide funds to repair another bus.

The trustees are of the opinion that the value of the fixed assets of the charity, namely the minibuses, should be considered as unrestricted funds. This is because they are held for use by the charity to achieve its charitable objectives.

In the event that unrestricted funds increase to a level that is more than adequate to cover any potential bus repairs and other budgeted liabilities, the trustees will consider deeming a proportion to a reserve for a future bus purchase, given the significant cost of such vehicles.

The trustees will review the adequacy of the unrestricted funds at least once a year, and prior to any major expenditure on vehicle repairs, these reviews to be documented and held with the trustee minutes.

Ilkley and District Good Neighbours Community Transport

Trustees' report (continued) for the year ended 31 March 2021

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are 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 accounts comply with the Companies Act 2006. They 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 5 November 2021

Signed:  (Trustee)

Name: Ian Wilson

Ilkley & District Good Neighbours Community Transport
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	639	1,200	1,839	5,026
Bus hire		975	-	975	17,472
Fares		-	-	-	791
Total income		1,614	1,200	2,814	23,289
Expenditure on:					
Staffing costs	(3)	170	-	170	25,124
Fuel for buses		127	-	127	3,793
Bus repairs and maintenance		892	911	1,803	2,624
Bus tax and insurance		1,025	-	1,025	3,688
Equipment hire and rental		-	-	-	145
Office rent, service charges and insurance		3,464	-	3,464	4,969
Travel and subsistence		361	-	361	698
Training		-	-	-	280
Printing, postage and stationery		83	-	83	262
Depreciation		17,415	-	17,415	17,931
Phone and internet		-	-	-	340
Memberships and subscriptions		85	-	85	128
Accountancy		240	-	240	360
Other expenditure		43	-	43	332
Total expenditure		23,905	911	24,816	60,674
Net income / (expenditure)		(22,291)	289	(22,002)	(37,385)
Fund balances brought forward		116,041	-	116,041	153,426
Fund balances carried forward	(4)	93,750	289	94,039	116,041

All incoming resources and resources expended derive from continuing activities.

Ilkley and District Good Neighbours Community Transport

Balance sheet

as at 31 March 2021


	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 44,366	-	44,366	61,781
Total fixed assets	<u>44,366</u>	<u>-</u>	<u>44,366</u>	<u>61,781</u>
Current assets				
Debtors and prepayments	(6) 3,333	-	3,333	3,826
Cash at bank	46,778	289	47,067	51,165
Total current assets	<u>50,111</u>	<u>289</u>	<u>50,400</u>	<u>54,991</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 727	-	727	731
Total current liabilities	<u>727</u>	<u>-</u>	<u>727</u>	<u>731</u>
Net current assets / (liabilities)	<u>49,384</u>	<u>289</u>	<u>49,673</u>	<u>54,260</u>
Net assets	<u>93,750</u>	<u>289</u>	<u>94,039</u>	<u>116,041</u>
Funds				
Unrestricted funds	93,750	-	93,750	116,041
Restricted funds	-	289	289	-
Total funds	<u>93,750</u>	<u>289</u>	<u>94,039</u>	<u>116,041</u>

For the year ending 31 March 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 5 November 2021

Signed:  (Trustee)

Name: Ian Wilson

Ilkley & District Good Neighbours Community Transport

Notes to the accounts

for the year ended 31 March 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Minibuses: over 8 years

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Ilkley & District Good Neighbours Community Transport
Notes to the accounts continued
for the year ended 31 March 2021

2 Grants and donations	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Yorkshire Building Society Charitable Foundation	-	1,200	1,200	-
Legacy donation	-	-	-	1,733
Other donations	586	-	586	3,196
Gift aid	53	-	53	97
	639	1,200	1,839	5,026

3 Staff costs and numbers	2021	2020
	£	£
Gross salaries	-	22,911
Pensions	-	1,870
Recruitment, medicals and CRBs	170	140
Payroll charges	-	203
	170	25,124

The average number employees during the year was nil, (2020: 1, 1 FTE).

Defined contribution pension scheme	2021	2020
	£	£
Costs of the scheme to the charity for the year	-	1,870

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Yorkshire Building Society	-	1,200	911	-	289
	-	1,200	911	-	289

Fund name	Purpose of restriction
Yorkshire Building Society	Funding to make vehicles used to transport elderly people Covid safe

5 Tangible assets	Buses	Total
Cost	£	£
At 1 April 2020	143,449	143,449
Additions	-	-
At 31 March 2021	143,449	143,449
Depreciation		
At 1 April 2020	81,668	81,668
Charge for year	17,415	17,415
At 31 March 2021	99,083	99,083
Net book value		
At 31 March 2021	44,366	44,366
At 31 March 2021	61,781	61,781

Ilkley & District Good Neighbours Community Transport
Notes to the accounts continued
for the year ended 31 March 2021

6 Debtors and prepayments

	2021	2020
	£	£
Debtors	1,069	3,826
Prepayments	2,264	-
	<u>3,333</u>	<u>3,826</u>

7 Creditors and accruals

	2021	2020
	£	£
Creditors	427	371
Accruals	300	360
	<u>727</u>	<u>731</u>

8 Related party transactions

Trustee expenses

During the year one trustee received expenses in respect of travel: £14 (2020: £nil).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Ilkley & District Good Neighbours Community Transport
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	639	5,026	1,200	-	1,839	5,026
Bus hire	975	17,472	-	-	975	17,472
Fares	-	791	-	-	-	791
Total income	1,614	23,289	1,200	-	2,814	23,289
Expenditure						
Staffing costs	170	25,124	-	-	170	25,124
Fuel for buses	127	3,793	-	-	127	3,793
Bus repairs and maintenance	892	2,624	911	-	1,803	2,624
Bus tax and insurance	1,025	3,688	-	-	1,025	3,688
Equipment hire and rental	-	145	-	-	-	145
Rent, charges and insurance	3,464	4,969	-	-	3,464	4,969
Travel and subsistence	361	698	-	-	361	698
Training	-	280	-	-	-	280
Printing, postage and stationery	83	262	-	-	83	262
Depreciation	17,415	17,931	-	-	17,415	17,931
Phone and internet	-	340	-	-	-	340
Memberships and subscriptions	85	128	-	-	85	128
Accountancy	240	360	-	-	240	360
Other expenditure	43	332	-	-	43	332
Total expenditure	23,905	60,674	911	-	24,816	60,674
Net income / (expenditure)	(22,291)	(37,385)	289	-	(22,002)	(37,385)
Fund balances brought forward	116,041	153,426	-	-	116,041	153,426
Fund balances carried forward	93,750	116,041	289	-	94,039	116,041