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Charity number: 1005716
Company number: 2633594

Lydney Dial a Ride and Community Transport
Trustees' report and financial statements
for the year ended 31 March 2024

Lydney Dial a Ride and Community Transport

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Lydney Dial a Ride and Community Transport

Legal and administrative information

Charity number	1005716	
Company registration number	2633594	
Business address	The Bus Station Lydney Gloucestershire GL15 5PE	
Registered office	The Bus Station Lydney Gloucestershire GL15 5PE	
Trustees	M. J. Green D. R. Biddle M. J. Bowring R.W.O Edge I Spencer	09/07/2023
Secretary	Mr. M. J. Green	
Accountants	Oversby & Company Unit 1C Crucible Close Coleford Gloucestershire GL16 8RE	
Bankers	Nat West PLC. Newerne Street Lydney Gloucestershire Lloyds Bank PLC Lydney Gloucestershire Virgin Money PLC Jubilee House Gosforth Newcastle Upon Tyne NE3 4PL	

Lydney Dial a Ride and Community Transport

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2024

The trustees present their report and the financial statements for the year ended 31 March 2024. The trustees, who are also directors of Lydney Dial a Ride and Community Transport for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

The principal objective of the Company is to promote the welfare of the elderly, handicapped and people with disabilities, to prevent social isolation and for such other purposes for the benefit of Lydney, Coleford and Cinderford and the surrounding areas of the South Forest and in furtherance of this, to operate a transport service.

In 2022/23 we undertook 8026 passenger journeys and this financial year we have completed 7943. We continue to see passengers with a higher level of dependency. This involves additional help getting on and off the vehicles, dealing with a higher levels of dementia passengers and those using walking aids.

Special Education Needs Home to School Transport

The Charity continues to have strong links with the local SEN school, taking 41 children into school each day. The nine individual routes we undertake covers the South of the Forest of Dean. These children may have a range of medical conditions, and the drivers and passenger assistants work closely with the parents and the child to ensure we make their journeys to and from school as easy as possible. The drivers and passenger assistants undertake vehicle training as well as First Aid and Fire training. This year we held a Makaton session with the staff to help them understand the needs of the children better.

Volunteer Car Service

The self-funded Voluntary Car Service has seen an 8% increase this year. We continue to have a small pool of very dedicated volunteer drivers who give their time freely to ensure local people can get out and about. Predominantly the journeys are to attend medical appointments. With major hospitals some twenty miles away people rely on this service to help with their health and wellbeing. We continue to advertise for more voluntary car drivers to increase this service.

Rural Bus Routes

The eight rural bus routes that we operate continue to be well supported by the local community. These routes take in the three market towns of the South Forest of Dean as well as the many rural villages and hamlets between. They are used as shopping routes and allow people to access amenities locally, as well as the nearby towns of Chepstow and Monmouth just across the Welsh border.

Lydney Dial a Ride and Community Transport

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2024

Charity Shops

The Charity shops have struggled this financial year. We have continued to see a drop in footfall in our Lydney shop which then finds it a challenge to increase sales. We have also found recruiting volunteers difficult with people unable to commit for a period or joining us and then moving into paid employment elsewhere. We will continue to advertise on the local volunteering websites and also work with the local volunteering networks to attract new volunteers.

The Robin - Demand Responsive Transport

Now in its second year of operation, The Robin continues to go from strength to strength with people embracing this new on demand service for the South Forest of Dean. Two minibuses operate across a twelve-hour period from Monday to Saturday. This gives passengers the option to travel at a time that suits them to their chosen destination. They can book via a website, an app or the Call Centre. The app remains the most popular way to book journeys. New passengers are joining us month-on-month and we are retaining the existing passengers. During this twelve-month period 9337 passengers travelled on this service. We thank Gloucestershire County Council for their continuing support with this project.

Grants and Fundraising

2023/24 has seen an increase in fundraising activity. This has enabled us to set aside funds to order two new minibuses within the next twelve months. In recent years, the average age of the fleet had increased to become a concern. These funds have created the opportunity to update the fleet, reducing maintenance costs and improving reliability.

We have also received grants for training costs, volunteer recruitment, updated IT equipment, passenger day trips, replacement wheelchair ratchet straps and general running costs. The Trustees and staff would like to thank the following for their support: Gloucestershire Community Fund, Monmouthshire Building Society, Garfield Weston Foundation, Thriving Communities, Gloucestershire Disability Fund, Hospital Saturday Fund, The Brownlee Foundation, The Langtree Trust, Skipton Building Society and The Rowlands Trust.

Finally, the Board of Trustees would like to extend their gratitude to all the staff and volunteers who have worked tirelessly this year across the range of services and projects.

Lydney Dial a Ride and Community Transport

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2024

Statement of trustees' responsibilities

The trustees (who are also directors of Lydney Dial A Ride and Community Transport for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

- select suitable accounting policies and then 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; and
- prepare the financial statements on the 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 which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the board



Mr. M. J. Green
Secretary

Lydney Dial a Ride and Community Transport

Independent examiner's report to the trustees on the unaudited financial statements of Lydney Dial A Ride and Community Transport.

I report on the accounts of Lydney Dial A Ride and Community Transport for the year ended 31 March 2024 set out on pages 2 to 15.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees are 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 all applicable Directions given by the Charity Commission under section 145 (5)(b) of the Act.

Basis of independent examiner's statement

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:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep proper 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
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Mr. Daniel John Oversby

A.C.P.A.

Independent examiner

Unit 1C

Crucible Close

Coleford

Gloucestershire

GL16 8RE

Lydney Dial a Ride and Community Transport

Statement of financial activities

For the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	109,324	60,000	169,324	121,831
Activities for generating funds	3	659,550	-	659,550	499,541
Investment income	4	154	-	154	162
Other incoming resources	5	22,507	-	22,507	15,200
Total incoming resources		<u>791,535</u>	<u>60,000</u>	<u>851,535</u>	<u>636,734</u>
Resources expended					
Staff costs	7	473,375	-	473,375	376,887
Establishment costs		53,857	-	53,857	57,872
Motor and travelling expenses		142,951	-	142,951	110,385
Accountancy fees		1,460	-	1,460	1,450
Legal and professional fees		18,365	-	18,365	13,012
Communications and IT		3,508	-	3,508	2,430
Other office expenses		4,475	-	4,475	26,916
Depreciation and impairment		18,754	-	18,754	18,002
Total resources expended		<u>716,745</u>	<u>-</u>	<u>716,745</u>	<u>606,954</u>
Total funds brought forward		<u>89,365</u>	<u>113,750</u>	<u>203,115</u>	<u>173,335</u>
Total funds carried forward		<u>164,155</u>	<u>173,750</u>	<u>337,905</u>	<u>203,115</u>

Lydney Dial a Ride and Community Transport

Income and expenditure account

For the year ended 31 March 2024

	Notes	2024 £	2023 £
Income		851,381	636,572
Operating expenditure		(716,745)	(606,954)
Operating surplus		134,636	29,618
Other income			
Interest receivable and similar income		154	162
		<u>154</u>	<u>162</u>
Retained surplus for the financial year		<u>134,790</u>	<u>29,780</u>

The notes on pages 11 to 15 form an integral part of these financial statements

Lydney Dial a Ride and Community Transport

Lydney Dial a Ride and Community Transport

Balance sheet as of 31 March 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	9		53,207		55,912
Current assets					
Debtors	10	54,315		63,013	
Cash at bank and in hand		261,808		126,757	
		<u>316,123</u>		<u>189,770</u>	
Creditors: amounts falling due within one year	11	<u>(31,426)</u>		<u>(42,567)</u>	
Net current assets			<u>284,697</u>		<u>147,203</u>
Net assets			<u>337,904</u>		<u>203,115</u>
Funds	12				
Restricted income funds			184,422		113,750
Unrestricted income funds			153,483		89,365
Total funds			<u>337,904</u>		<u>203,115</u>

The Balance Sheet continues the following page.

Lydney Dial a Ride and Community Transport

Balance sheet (continued)

Trustees' statements required by the Companies Act 2006 for the year ended 31 March 2024

In approving these financial statements as trustees of the company we hereby confirm:

- (a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006.
- (b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2024.
- (c) that we acknowledge our responsibilities for:
 - (1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and
 - (2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements were approved by the board on and signed on its behalf by


M. J. Green
Director

Lydney Dial a Ride and Community Transport

Notes to financial statements for the year ended 31 March 2024

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008), 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) issued on the 16th of July 2014.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, and the amount can be quantified with reasonable accuracy. The following specific policies are applied to categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from the charity shop is included in the year in which it is receivable.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

Charitable expenditure comprises 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.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Lydney Dial a Ride and Community Transport

Notes to financial statements for the year ended 31 March 2024

1.4. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Plant and machinery	-	10% Straight Line
Fixtures, fittings and equipment	-	20% Straight Line
Motor vehicles	-	25% Reducing Balance

2. Voluntary income

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Donations	4,241	-	4,241	4,206
Grants receivable	105,083	60,000	165,083	117,625
	<u>109,324</u>	<u>60,000</u>	<u>169,324</u>	<u>121,831</u>

3. Activities for generating funds

	Unrestricted funds £	2024 Total £	2023 Total £
Shop income	78,208	78,208	73,184
Fundraising events	25,361	25,361	4,405
Fares	337,732	337,732	237,403
Tenders	218,249	218,249	184,549
	<u>659,550</u>	<u>659,550</u>	<u>499,541</u>

4. Investment income

	Unrestricted funds £	2024 Total £	2023 Total £
Bank interest receivable	154	154	162
	<u>154</u>	<u>154</u>	<u>162</u>

Lydney Dial a Ride and Community Transport

Notes to financial statements for the year ended 31 March 2024

5. Other incoming resources

	Unrestricted funds £	2024 Total £	2023 Total £
Fuel Rebate	14,572	14,572	5,038
Other Chargeable	1,935	1,935	2,753
Rental Income	6,000	6,000	6,000
Insurance Payments	-	-	1,409
	<u>22,507</u>	<u>22,507</u>	<u>15,200</u>

6. Net incoming resources for the year

	2024 £	2023 £
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	<u>18,754</u>	<u>18,003</u>

7. Employees

Employment costs	2024 £	2023 £
Wages and salaries	<u>473,375</u>	<u>376,887</u>

No employee received emoluments of more than £60,000 (2023: None).

8. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

Lydney Dial a Ride and Community Transport

Notes to financial statements for the year ended 31 March 2024

9. Tangible fixed assets	Plant and machinery £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost				
At 1 April 2023	7,419	31,102	511,087	549,608
Additions	-	-	16,045	16,045
At 31 March 2024	<u>7,419</u>	<u>31,102</u>	<u>527,132</u>	<u>565,653</u>
Depreciation				
At 1 April 2023	7,419	30,370	455,905	493,694
Charge for the year	-	146	18,608	18,754
At 31 March 2024	<u>7,419</u>	<u>30,516</u>	<u>474,513</u>	<u>512,448</u>
Net book values				
At 31 March 2024	<u>-</u>	<u>586</u>	<u>52,619</u>	<u>53,205</u>
At 31 March 2023	<u>-</u>	<u>732</u>	<u>55,182</u>	<u>55,915</u>

10. Debtors	2024 £	2023 £
Trade debtors	44,518	51,087
Other debtors	9,797	11,926
	<u>54,315</u>	<u>63,013</u>

11. Creditors: amounts falling due within one year	2024 £	2023 £
Trade creditors	19,713	19,753
Other taxes and social security	5,814	5,814
Other creditors	-	1,200
Accruals and deferred income	5,900	15,800
	<u>31,427</u>	<u>42,567</u>

Lydney Dial a Ride and Community Transport

Notes to financial statements for the year ended 31 March 2024

12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2024 as represented by:			
Current assets	164,150	173,750	337,900
	<u>164,150</u>	<u>173,750</u>	<u>337,900</u>

13. Unrestricted funds

	At 1st April 2023 £	Incoming resources £	Outgoing resources £	At 31st March 2024 £
General Funds	<u>89,365</u>	<u>791,535</u>	<u>(716,745)</u>	<u>164,155</u>

Purposes of unrestricted funds

Running cost funds

14. Restricted funds

	At 1st April 2023 £	Incoming resources £	At 31st March 2024 £
Redundancy Funds	<u>113,750</u>	<u>60,000</u>	<u>173,750</u>

Purposes of restricted funds

Estimated costs of Redundancies and associated expenses relating to the closure of the business, and funds received for specific future projects.

Lydney Dial a Ride and Community Transport

The following pages do not form part of the statutory accounts.

Lydney Dial a Ride and Community Transport

Detailed statement of financial activities

For the year ended 31 March 2024

	2024 £	2023 £
Charitable activities		
Activity 1		
<i>Activities undertaken directly</i>		
Activity1 - Direct - Staff - Wages & Salaries	337,792	291,330
Activity1 - Direct - Establishment - Rent	147	60
Activity1 - Direct - Establishment - Rates & water	696	690
Activity1 - Direct - Establishment - Light & heat	5,620	3,104
Activity1 - Direct - Establishment - Rep. & maint.	5,502	10,116
Activity1 - Direct - Establishment - Insurance	19,184	18,239
Activity1 - Direct - Motor vehicle expenses	39,563	42,433
Activity1 - Direct - Other motor & travel expenses	74,442	60,126
Activity1 - Direct - Professional - Legal fees	15,301	11,480
Activity1 - Direct - Office expenses - Telephone	1,848	1,645
Activity1 - Direct - Office expenses - Other	1,247	23,944
Activity1 - Direct - Depreciation & impairment	18,754	18,002
	<u>520,096</u>	<u>481,169</u>
Activity 1 total expenditure	<u>520,096</u>	<u>481,169</u>
Activity 2		
<i>Activities undertaken directly</i>		
Activity2 - Direct - Staff - Wages & Salaries	85,270	39,273
Activity2 - Direct - Establishment - Rent	-	99
Activity2 - Direct - Establishment - Rates & water	198	-
Activity2 - Direct - Establishment - Light & heat	624	312
Activity2 - Direct - Establishment - Rep. & maint.	211	184
Activity2 - Direct - Establishment - Insurance	71	1,785
Activity2 - Direct - Motor vehicle expenses	22,632	6,564
Activity2 - Direct - Other motor & travel expenses	6,314	1,262
Activity2 - Direct - Professional - Accountancy	21	11
Activity2 - Direct - Professional - Legal fees	2,464	1,232
Activity2 - Direct - Office expenses - Telephone	1,271	540
Activity2 - Direct - Office expenses - Other	1,621	1,829
	<u>120,697</u>	<u>53,091</u>
Activity 2 total expenditure	<u>120,697</u>	<u>53,091</u>
Activity 3		
<i>Support costs</i>		
Activity3 - Support - Staff - Wages & Salaries	932	-
Activity3 - Support - Establishment - Light & heat	15	-
Activity3 - Support - Office expenses - Telephone	92	-
	<u>1,039</u>	<u>-</u>
Activity 3 total expenditure	<u>1,039</u>	<u>-</u>

Lydney Dial a Ride and Community Transport

Detailed statement of financial activities

For the year ended 31 March 2024

	2024		2023	
	£	£	£	£
Incoming resources				
Incoming resources from generating funds:				
<i>Voluntary income</i>				
Donations		4,241		4,206
Grants receivable		165,083		117,625
		<u>169,324</u>		<u>121,831</u>
<i>Activities for generating funds</i>				
Shop income		78,208		73,184
Fundraising events		25,361		4,405
Fares		337,732		237,403
Tenders		218,249		184,549
		<u>659,550</u>		<u>499,541</u>
<i>Investment income</i>				
Bank interest receivable		154		162
		<u>154</u>		<u>162</u>
Total incoming resources from generating funds		<u>829,028</u>		<u>621,534</u>
Other incoming resources				
Fuel Rebate		14,572		5,038
Other Chargeable		1,935		2,753
Rental Income		6,000		6,000
Insurance Payments		-		1,409
		<u>22,507</u>		<u>15,200</u>
Total incoming resources		<u>851,535</u>		<u>636,734</u>
Resources expended				
Costs of generating funds:				

Lydney Dial a Ride and Community Transport

Detailed statement of financial activities

For the year ended 31 March 2024

Fundraising trading:

cost of goods sold and other costs

Shop costs

Shop costs - Staff - Wages & salaries	49,381	46,284
Shop costs - Establishment - Rent	13,875	13,500
Shop costs - Establishment - Rates & water	567	972
Shop costs - Establishment - Light & heat	2,973	906
Shop costs - Establishment - Repairs & maintenance	3,896	7,905
Shop costs - Establishment - Insurance	278	-
Shop costs - Professional - Legal fees	600	300
Shop costs - Office expenses - Telephone	297	245
Shop costs - Office expenses - Other	1,607	1,143
	<u>73,474</u>	<u>71,255</u>
Total fundraising trading		
cost of goods sold and other costs	<u>73,474</u>	<u>71,255</u>
Total costs of generating funds	<u>73,474</u>	<u>71,255</u>