



## Trustees' Annual Report for the period

From **1<sup>st</sup> April 2022** Period start date To **31<sup>st</sup> March 2023**  
Period end date

**Charity name:**

**Okehampton District Community Transport Group Charity**  
registration number: **1024617**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provide transport facilities for persons who are elderly or disabled, poor, mothers with young children or people living in isolated areas where there are no adequate public transport facilities
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	A regular weekday bus service from different villages into Okehampton for shopping and social contact. We provide a voluntary door to door car service for transport to hospitals, medical centres and for shopping.  We organise bus trips to local towns and other places of interest
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have noted the guidance issued by the Charity Commission on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by	Para 1.38	

volunteers		
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our shopping days, lifestyle trips and community cars provide a great service and our transport for medical and hospital appointments are a vital part of community welfare. Our services are widely appreciated by both our clients and the care community.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a sound financial position
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Group seeks to hold sufficient unrestricted reserves to cover gaps in funding or cash flow, and to ensure that all outstanding obligations can be met if it was decided to cease operations
Amount of reserves held	Para 1.22	<b>£50122</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution
How is the charity	Para 1.25	Drivers are organised by our Manager

constituted? (e.g. unincorporated association, CIO)		who reports to the Management Committee.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Proposed and voted onto the Management Committee during Committee meetings.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Okehampton District Community Transport Group
Other name the charity uses	Ring & Ride
Registered charity number	1024617
Charity's principal address	Unit 3, Okehampton Business Centre Higher Stockley Mead Okehampton EX20 1FJ

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
A Leech	Chair		




Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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**Other optional information**

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**Declarations**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Graham Harding	Tony Leech
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Chairman

**Date**

4/10/23
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**OKEHAMPTON DISTRICT COMMUNITY TRANSPORT GROUP  
BALANCE SHEET 31ST MARCH 2023**

Mar-23

Balance Brought Forward	64271.57
Surplus for the Year	-14149.90

**50121.67**

Nat West Bank	50445.08
Receipts not Credited	1690.35
Outstanding Expenses	2013.76
	<b>50121.67</b>

0.00

**Outstanding Expenses**

HMRC	BACS	890.99
Fuelcard	DD	414.89
Parsons	301	10.00
Drivers	BACS	115.20
Ware	311	10.00
100 Club		0
Lyndon	BACS	139.20
uCheck	DD	54.8
Mercedes	BACS	137.28
DCC	330	35.00
Oke Free	BACS	206.40

2013.76

1561.23

0

**Receipts not Credited**

Banking	1296.40	0.00
Drivers	244.95	0.00
MacPherson	115.00	
Izzard	2.00	
Lotto	12.00	
Gray	20.00	1690.35

**Vehicles**

<b>Mercedes</b>	<b>WA70SJO</b>	<b>Jan-21</b>	<b>£56,870</b>
<b>Ford</b>	<b>WA19FKL</b>	<b>Jul-19</b>	<b>£34,345</b>
<b>Mercedes</b>	<b>HV16NXU</b>	<b>May-16</b>	<b>£55,020</b>
<b>Citroen</b>	<b>WA22BFL</b>	<b>Jun-22</b>	<b>£20,720</b>

0

Citroen Berlingo 1.2 Petrol	£20,320
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Accounts Approved by

Treasurer            G L Harding

Chairman             T Leech

**OKEHAMPTON DISTRICT COMMUNITY TRANSPORT GROUP**  
**INCOME & EXPENDITURE**  
**1ST APRIL 2022 TO 31ST MARCH 2023**

31-Mar

	Mercedes WA70SJO	Mercedes HV16NXU	Ford WA19FKL	Citroen WF61NHX WA22BFL	Community Cars	TOTAL
<b>Income</b>						
School Contract	22494.07					22494.07
Fares	4423.00	6183.20	4973.75	2200.20	6447.30	24227.45
BSOG	842.45	0.00	150.00	150.00		1142.45
	<b>27759.52</b>	<b>6183.20</b>	<b>5123.75</b>	<b>2350.20</b>	<b>6447.30</b>	<b>47863.97</b>
<b>Expenses</b>						
Drivers	23708.07	4470.83	268.60	186.20	1976.84	30610.54
Tax & Insurance	1010.71	1921.92	1192.08	799.57		4924.28
Service & Repairs	2523.57	6521.63	918.67	407.88		10371.75
Fuel	6708.10	1837.75	1734.39	581.03		10861.27
	<b>33950.45</b>	<b>14752.13</b>	<b>4113.74</b>	<b>1974.68</b>	<b>1976.84</b>	<b>56767.84</b>
<b>Services Surplus/Deficit</b>	<b>-6190.93</b>	<b>-8568.93</b>	<b>1010.01</b>	<b>375.52</b>	<b>4470.46</b>	<b>-8903.87</b>
<b>Fundraising</b>						
DCC Grants					17085.00	
WDBC Grants					6533.00	
Oke TC & Parish Councils					4645.00	
Trusts & Foundations					1000.00	
Donations					11827.86	
HMRC Furlough & Gift Aid					0.00	
Sale of Goods					1744.05	
Christmas Dinner					0.00	
100 Club					2433.00	45267.91
<b>Administration Expenses</b>						
Salaries					35693.43	
Stationery, Postage & Computers					3444.47	
Telephone					2502.76	
Insurance					1059.16	
Rent & Rates					6555.76	
Publicity					608.36	
100 Club					650.00	50513.94
<b>Surplus/Deficit</b>						<b>-14149.90</b>

<b>Date</b>	<b>Type</b>
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3/31/2023	D/D
3/31/2023	DPC
3/31/2023	DPC
3/31/2023	DPC
3/31/2023	BAC
3/30/2023	D/D
3/30/2023	BAC
3/28/2023	D/D

## **ODCTG 31st March 2023**

### **Description**

UCHECK , MGCE-MT002820

WEAVER BOB , ODCTG EXPENSES , VIA MOBILE - PYMT , FP 31/03/23 10 , 24111041953690000N

OKE FREE FIT , 16022 , VIA MOBILE - LVP , FP 31/03/23 10 , 05111252787271000N

BIP LTD , ODCTG BIP1601 , VIA MOBILE - LVP

M RUNDLE , 100 CLUB M RUNDLE , FP 31/03/23 0246 , 300000001109383913

FUEL CARD SERVICES, SHB504213

BIRCH DAVID , ODCTG , FP 30/03/23 1519 , FP23089017601087

BT GROUP PLC , 00571998/001

## Value Balance

-8.40	50445.08
-19.25	50453.48
-45.00	50472.73
-175.10	50517.73
12.00	50692.83
-512.83	50680.83
29.75	51193.66
-23.52	51163.91

## Examiners unqualified report

Independent Examiner's Report to the Trustees of  
Okehampton District Community Transport Group

I report on the accounts of the Okehampton District Community Transport Group for the year ended 31<sup>st</sup> March 2023, attached.

### Respective responsibilities of trustees and examiner

As the charity's trustees 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. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, 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 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
  - To keep accounting records in accordance with section 41 of the Act, and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

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.

Name: Beverley Lawson



Relevant professional qualification or body: Okehampton Golf Club

Address: Ockington, Northams Meadow, High Street, Okehampton, Devon, EX20 1JP

Date: 24<sup>th</sup> June 2023