

CAMBRIDGE DIAL A RIDE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

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TRUSTEES:

Clive Hay
Bill Hughes
Linda Mills
Simon Turner
Philippa Corbett
Graham Redgrave

COMPANY SECRETARY: Clive Hay

MANAGER: Ryan Langston

REGISTERED OFFICE:

Unit B
Rene Court
Coldhams Road
Cambridge
CB1 3EW

COMPANY REGISTRATION NUMBER: 3172130

CHARITY REGISTRATION NUMBER: 1053924

INDEPENDENT EXAMINER:

Ian W Shipley FCCA
For and on behalf of:
Prentis & Co LLP
Chartered Accountants & Independent Examiners
115c Milton Road
Cambridge
CB4 1XE

BANKERS:

Barclays Bank Plc
28 Chesterton Road
Cambridge
CB4 3AZ

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

REPORT OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Cambridge Dial A Ride Limited for the year ended 31st March 2023, which are also prepared to meet the requirements for a directors report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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 (FRS 102) (issued October 2019 and effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Cambridge Dial A Ride Limited is a company limited by guarantee with charitable status which is governed by a Memorandum and Articles of Association.

Appointment of Trustees

New trustees are appointed by a majority of trustees in office at that time.

Trustee Induction and Training

The trustees on appointment are provided with information and guidance relevant and post and they are also directed to guidance published by the Charity Commission.

Organisational Structure

The charity has a board of trustees who meet quarterly and are responsible for its strategic direction and policy. A manager is appointed by the trustees to manage the day to day operations of the charity.

Risk Management

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

OBJECTIVES AND ACTIVITIES

Cambridge Dial a Ride Limited operates a door to door minibus service for the elderly and disabled residents of Cambridge and the surrounding villages in South Cambridgeshire who cannot access public transport. The service caters for individual members and groups.

In planning their activities for the year, the trustees have kept in mind the Charity Commission's guidance on public benefit for their trustees meetings.

ACHIEVEMENTS AND PERFORMANCE

We continue to be supported by the CPCA and Cambridge City Council with their grants, and the CPCA also support the bus pass scheme that enables us to reduce the fares to our members who hold bus passes.

We started to move slowly and carefully out of the pandemic during this year. Our PPE and screening precautions appeared to be effective for the safety of our members and staff, for which we are very pleased. Our drivers and volunteers managed well. We are carefully starting to remove screens and reduce the disinfecting processes.

The number of members and their journeys with us began to increase again during the year but have not yet reached the pre-Covid numbers. We are working hard to increase both, and initial signs look promising.

Our bus situation continues to cause us problems, with costly repair bills as our buses grow older. We are looking at various ways to improve the fleet with newer buses. Our long-term aim is still to move to electric buses, but cost is still the prohibiting factor.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

REPORT OF THE TRUSTEESCONT

ACHIEVEMENTS AND PERFORMANCE - continued

We welcomed our new Operations Manager, Ryan Langston, who has replaced Shane Buffham who has moved to take regional charge for a major bus company. Ryan has started well and has already impressed with his zeal and enterprise. We have started to introduce journeys at weekends to further destinations which have proved popular.

RESERVES POLICY

The trustees have once again agreed to a policy of holding funds to a level of 6 months of resources expended which is in line with guidelines set by the Charity Commission. This amounts to an average of £100000. The charity currently has free reserves of £45862 (2022: £78181) and intends to increase this over a number of years through making full use of the capacity of the buses and other fundraising measures.

FUTURE DEVELOPMENTS

We intend to extend the number of weekend trips as the new year progresses. Our survey of members which we conduct as part of our CPCA grant agreement, recognises our role in reducing loneliness and as our constitution states, enabling the mobility of many who would simply not go out if not for us.

We want to keep our fares and membership costs as low as possible for as long as we can, but inflation and servicing costs may make that difficult.

The contactless payment system has been welcomed by many of our members. We are also reviewing software systems that will improve the efficiency of our database and scheduling functions.

We are looking to work with the CPCA and South Cambridgeshire District Council to expand our operations into other local areas. Additionally, we are also discussing collaborations with other similar services, such as FACT in the Fenland area, and with other bus companies to enhance our community transport role.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity's Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

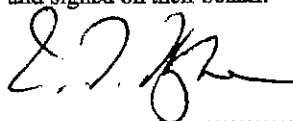
REPORT OF THE TRUSTEESCONT

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS - continued

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPROVAL

This report was approved by the Trustees on 17th August 2023 and signed on their behalf.



.....
BILL HUGHES
CHAIRMAN

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAMBRIDGE DIAL A RIDE LIMITED

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31st March 2023.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having been satisfied that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s.145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under s.145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINERS' STATEMENT

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by s.386 of the 2006 Act;
- (2) the accounts do not accord with those accounting records;
- (3) the accounts do not comply with the accounting requirements of s.396 of the 2006 Act 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; or;
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

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.



IAN W SHIPLEY FCCA
FOR AND ON BEHALF OF:
PRENTIS & CO LLP
CHARTERED ACCOUNTANTS &
INDEPENDENT EXAMINERS

115c Milton Road
Cambridge
CB4 1XE

31st August 2023

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2023			2022		
		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Unrestricted Funds £	Designated Funds £	Restricted Funds £
INCOME							
Donations and legacies	2	20,912	-	-	10,595	-	10,595
Charitable activities:							
Grants received	3	74,450	-	-	89,805	-	89,805
Memberships, fares and hire charges	4	94,642	-	-	75,634	-	75,634
Investment income		124	-	-	7	-	7
TOTAL INCOME		190,128	-	-	176,041	-	176,041
EXPENDITURE							
Charitable activities		200,528	-	6,250	173,467	6,250	179,717
TOTAL EXPENDITURE	6	200,528	-	6,250	173,467	6,250	179,717
NET INCOME/EXPENDITURE AND NET MOVEMENT IN FUNDS FOR THE YEAR		(10,400)	-	(6,250)	2,574	(6,250)	(3,676)
RECONCILIATION OF FUNDS							
Total Funds brought forward		85,369	45,000	42,708	82,795	45,000	176,753
Total Funds carried forward		74,969	45,000	36,458	85,369	42,708	173,077

None of the charity's activities were acquired or discontinued during the year and there were no recognised gains and losses for 2023 or 2022 other than those indicated in the Statement of Financial Activities.

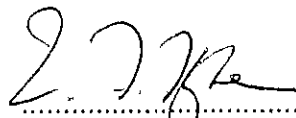
The notes on pages 8 to 12 form part of these financial statements.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

BALANCE SHEET	Notes	2023		2022	
		£	£	£	£
FIXED ASSETS					
Tangible assets	8		56,461		49,896
CURRENT ASSETS					
Debtors	9	16,111		20,921	
Cash at bank and in hand		92,376		111,450	
TOTAL CURRENT ASSETS		<u>108,487</u>		<u>132,371</u>	
LIABILITIES					
Creditors: amounts falling due within one year	10		<u>8,521</u>		<u>9,190</u>
CURRENT ASSETS			<u>99,966</u>		<u>123,181</u>
NET ASSETS			<u>156,427</u>		<u>173,077</u>
THE FUNDS OF THE CHARITY					
Unrestricted funds	11		74,969		85,369
Designated funds			45,000		45,000
Restricted funds			36,458		42,708
TOTAL CHARITY FUNDS	12		<u>156,427</u>		<u>173,077</u>

The trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of Section 477(1) of the Companies Act 2006. Members have not required the charitable company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2023. The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31st March 2023 and of its net expenditure for the year then ended in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to the financial statements as far as applicable to the charitable company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the board on 17th August 2023 and signed on it behalf.



 BILL HUGHES
 TRUSTEE

The notes on pages 8 to 12 form part of these financial statements.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

STATEMENT OF CASHFLOWS

	Notes	2023 £	2022 £
Cash from operating activities			
Net cash used in operating activities	14	<u>(862)</u>	<u>18,922</u>
Cash flows from investing activities			
Interest		124	7
Purchase of tangible fixed asset		(18,336)	-
Proceeds from sale of tangible fixed assets		-	13,333
Net cash provided by investing activities		<u>(18,212)</u>	<u>13,340</u>
Change in cash and cash equivalents in the year		(19,074)	32,262
Cash and cash equivalents at the beginning of the year		111,450	79,188
Cash and cash equivalents at the end of the year		<u>92,376</u>	<u>111,450</u>

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

(a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with 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 (FRS 102) (issued October 2019 and effective 1st January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

GOING CONCERN

The financial statements have been prepared under the Going Concern concept. Many of the Charity's users are in the vulnerable and self isolating groups effected by the COVID 19 pandemic and this had effected fare income. At the date of signing services have begun to return to post COVID 19 levels.

The Charity is reliant on its existing reserves and grant funding together with the recent relief measures the Government has introduced.

The Trustees are constantly monitoring the situation and reviewing all possible scenarios. They consider the Charity with the support of its funders should have sufficient reserves to remains as a going concern.

(b) INCOME

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.

(c) EXPENDITURE

Expenditure is recognised on an accruals 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.

(d) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

(e) DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Motor vehicles	12.5% straight line basis
Office equipment	25% straight line basis
Fixtures & fittings	25% straight line basis

(f) CAPITALISATION

Tangible fixed assets are recognised at cost when expenditure exceeds £1000.

(g) DEBTORS

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

(h) CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTES TO THE FINANCIAL STATEMENTS

(i) FUND ACCOUNTING

Restricted funds are to be used for the specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs.

Designated funds are unrestricted funds, which have been designated for special purposes by the trustees. Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity.

(j) PENSIONS

The charity contributes to money purchase, defined contribution schemes, on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due which are included within creditors.

2.	DONATIONS AND LEGACIES	2023	2022
	- Unrestricted	£	£
	V Landawski	-	5,000
	Cambs South Rotary	-	2,000
	Trinity Hall	-	1,500
	National Lottery	10,000	-
	Pye Foundation	5,000	-
	Girton Golf Club	5,533	-
	Others	379	2,095
		<u>20,912</u>	<u>10,595</u>
3.	GRANTS RECEIVED	2023	2022
	- Unrestricted	Total	Total
		Funds	Funds
		£	£
	Coronavirus Job Retention Scheme	-	14,752
	Bus Service Operator's Grant	4,901	2,777
	Cambridgeshire County Council	29,549	27,276
	Cambridge City Council	40,000	40,000
	Pye Foundation	-	5,000
		<u>74,450</u>	<u>89,805</u>
4.	MEMBERSHIPS, FARES AND HIRE CHARGES	2023	2022
		£	£
	Concessionary fares	27,256	24,578
	Fares	32,475	22,219
	Hire charges	16,696	11,447
	Contracted hire	15,405	15,405
	Memberships	2,810	1,985
		<u>94,642</u>	<u>75,634</u>
5.	NET MOVEMENT IN FUNDS FOR THE YEAR	2023	2022
	Deficit for the year is stated after charging:	£	£
	Independent examination fee	570	545
	Depreciation of owned assets	11,771	11,289
		<u>12,341</u>	<u>11,834</u>

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTES TO THE FINANCIAL STATEMENTS

6. TOTAL EXPENDITURE	2023			2022		
	Charitable activities	Governance costs	Total expended	Charitable activities	Governance costs	Total expended
	£	£	£	£	£	£
Accountancy	2,725	-	2,725	4,182	-	4,182
Bank charges	661	-	661	446	-	446
Computer costs	2,226	-	2,226	2,643	-	2,643
Depreciation	11,771	-	11,771	11,289	-	11,289
Fuel	12,174	-	12,174	6,856	-	6,856
Independent examination	-	570	570	-	545	545
Insurance	6,446	-	6,446	7,148	-	7,148
Licences and subscriptions	3,689	-	3,689	1,836	-	1,836
Miscellaneous	711	-	711	1,594	-	1,594
Motor expenses	17,575	-	17,575	12,852	-	12,852
Postage	908	-	908	795	-	795
Premises repairs and cleaning	2,567	-	2,567	2,850	-	2,850
Publicity and website - job advertising	72	-	72	1,169	-	1,169
Rent, rates, light and heat	12,541	-	12,541	13,585	-	13,585
Staff costs (note 7)	128,535	-	128,535	108,146	-	108,146
Stationery	359	-	359	552	-	552
Telephone	1,677	-	1,677	1,984	-	1,984
Training and recruitment	1,306	-	1,306	924	-	924
Uniforms	162	-	162	602	-	602
Volunteers' expenses	55	-	55	128	-	128
Travel and accommodation	48	-	48	-	-	-
Loss on disposals	-	-	-	(409)	-	(409)
	206,208	570	206,778	179,172	545	179,717

7. STAFF COSTS

No remuneration was paid to any of the trustees in the year or the previous year nor were any expenses reimbursed to them.

	2023	2022
	£	£
The staff costs were:		
Wages and salaries	120,375	101,539
Social Security costs	4,756	3,584
Other pension costs	2,467	1,395
Staff welfare	937	1,628
	<u>128,535</u>	<u>108,146</u>

No member of staff received remuneration of more than £60000.

The average weekly number of staff employed during the year was 6 (2022: 6).

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTES TO THE FINANCIAL STATEMENTS

8.	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2023	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2022	138,974	8,391	1,250	148,615
	Additions	16,000	2,336	-	18,336
	Balance at 31st March 2023	154,974	10,727	1,250	166,951
	DEPRECIATION				
	Balance at 1st April 2022	90,016	8,391	312	98,719
	Charge for the year	10,873	584	314	11,771
	Balance at 31st March 2023	100,889	8,975	626	110,490
	NET BOOK VALUE AT				
	31st March 2023	54,085	1,752	624	56,461
	FIXED ASSETS	Motor	Office	Fixtures	
	Year ended 31st March 2022	Vehicles	Equipment	& Fittings	Total
	COST	£	£	£	£
	Balance at 1st April 2021	153,400	8,391	1,250	163,041
	Disposals	(14,426)	-	-	(14,426)
	Balance at 31st March 2022	138,974	8,391	1,250	148,615
	DEPRECIATION				
	Balance at 1st April 2021	80,941	7,991	-	88,932
	Charge for the year	10,577	400	312	11,289
	Disposals	(1,502)	-	-	(1,502)
	Balance at 31st March 2022	90,016	8,391	312	98,719
	NET BOOK VALUE AT				
	31st March 2022	48,958	-	938	49,896
9.	DEBTORS			2023	2022
	Due within one year:			£	£
	Accrued income			8,606	12,805
	Other debtors - VAT			3,557	3,073
	Trade debtors			2,515	1,623
	Prepayments			1,433	3,420
				<u>16,111</u>	<u>20,921</u>
10.	CREDITORS			2023	2022
	Due within one year:			£	£
	Accruals & deferred income			1,400	1,250
	Other taxes and social security			2,780	2,315
	Trade creditors			3,762	5,625
	Other creditors			579	-
				<u>8,521</u>	<u>9,190</u>

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTES TO THE FINANCIAL STATEMENTS

11.	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2023	£	£	£	£
	Restricted	42,708	-	(6,250)	36,458
	Unrestricted	85,369	190,128	(200,528)	74,969
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>173,077</u>	<u>190,128</u>	<u>(206,778)</u>	<u>156,427</u>

	RESERVES	Brought Forward	Income	Expenditure	Carried Forward
	Year ended 31st March 2022	£	£	£	£
	Restricted	48,958	-	(6,250)	42,708
	Unrestricted	82,795	176,041	(173,467)	85,369
	Designated (vehicle replacement fund)	45,000	-	-	45,000
		<u>176,753</u>	<u>176,041</u>	<u>(179,717)</u>	<u>173,077</u>

12.	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2023	£	£	£
	Restricted funds	36,458	-	36,458
	Designated funds	-	45,000	45,000
	Unrestricted funds	20,003	54,966	74,969
		<u>56,461</u>	<u>99,966</u>	<u>156,427</u>

	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible fixed assets	Net current assets	Total net assets
	Year ended 31st March 2022	£	£	£
	Restricted funds	42,708	-	42,708
	Designated funds	-	45,000	45,000
	Unrestricted funds	7,188	78,181	85,369
		<u>49,896</u>	<u>123,181</u>	<u>173,077</u>

13. LIABILITY OF THE MEMBERS
The charity is limited by guarantee. In the event of the charity being wound up, the liability of the members is limited to £1.

14.	RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES	2023	2022
		£	£
	Net movement in funds	(16,650)	(3,676)
	Deduct interest received	(124)	(7)
	Depreciation in the year and loss on disposals	11,771	10,880
	(Decrease)/increase in creditors	(669)	(2,894)
	Decrease/(increase) in debtors	4,810	14,619
	Net cash used in operating activities	<u>(862)</u>	<u>18,922</u>

15. RELATED PARTY TRANSACTIONS
No trustees were remunerated during the year.

No expenses were reimbursed to the trustees during the year.