

GRIMSBY, CLEETHORPES & DISTRICT DIAL-A-RIDE

TRUSTEES' ANNUAL REPORT & ACCOUNTS

**FOR THE YEAR ENDING
31 MARCH 2022**

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GRIMSBY, CLEETHORPES & DISTRICT DIAL-A-RIDE

COMPANY/CHARITY PARTICULARS FOR THE YEAR ENDING 31 MARCH 2022

Directors & Trustees (currently & for the entire period reported unless shown otherwise)

Chair	John C Shepherd
Treasurer	Alan Targett Frank S Bemrose David M Houlton David McIntyre (from 03Feb22) Sandra Abbott (until 03Feb22)
Company Number	3168259
Charity Number	1054823
Registered Office	Hadley Ridge, North End Goxhill, North Lincolnshire DN19 7JX
Operating Address	The Ice House, Victor Street Grimsby, North East Lincolnshire DN32 7QN
Telephone	01472-269199
Email	grimsbydialaride@yahoo.co.uk
Banker	Co-operative Bank 27 South St. Mary's Gate Grimsby, North East Lincolnshire DN31 1JD
Independent Examiner	Acara Accountancy Hadley Ridge, North End Goxhill, North Lincolnshire DN19 7JX
Solicitor	Bridge McFarland 19 South St. Mary's Gate Grimsby, North East Lincolnshire DN31 1JD

GRIMSBY, CLEETHORPES & DISTRICT DIAL-A-RIDE

TRUSTEES' ANNUAL REPORT - YEAR ENDING 31 MARCH 2022

The trustees, who are also the directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements of the charity for the year ended 31 March 2022.

Statement of trustees' responsibilities

Company and charity law requires the trustees to prepare accounts for each financial year or period that give a true and fair view of the state of the affairs of the company and of the surplus or deficit for that year. In preparing those accounts the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures being disclosed and explained in the accounts.
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Objectives, principal activity & organization structure

Grimsby, Cleethorpes & District Dial-A-Ride is a company limited by guarantee number 3168259, incorporated on 6 March 1996, and registered with the Charity Commission on 23 April 1996, charity number 1054823.

The charity's objective, stated in its Memorandum and Articles of Association, is to provide flexible, accessible transport for people who find it difficult to use public transport due to illness, disability or age.

Trustees/Directors

Trustees of the charity are also directors of the company and are appointed at the Annual General Meeting (AGM) with casual vacancies during the year filled by co-option. The names of the present trustees are listed on page 2, which also shows all others who served as trustees/directors during the year being reported. The trustees meet at monthly intervals. The company is limited by guarantee, rather than share capital, so no trustees hold any shares in it. Take up of training courses specifically aimed at trustees is encouraged. Locally such courses are run by Voluntary Action North East Lincolnshire, to which Dial-A-Ride is affiliated.

Review of the year

What a difference 12 months can make to the daily running of Dial-a-Ride (DAR).

GRIMSBY, CLEETHORPES & DISTRICT DIAL-A-RIDE TRUSTEES' ANNUAL REPORT - YEAR ENDING 31 MARCH 2022

April 2021 saw us still in a lockdown although the end was in sight with mid-May being spoken about for the lifting of restrictions. All we needed now was to try and entice all our volunteer drivers back to pre-covid levels. Unfortunately some of the drivers declined to return for various reasons, some being other commitments, personal or family.

So we now had 8 buses, down from 9, with a complement of 11 drivers. Thankfully, as the restrictions came off, demand from our members increased very gradually so we (up to a point) were able to manage things on a first-come basis while making our members aware that at present we could not provide the service that we used to prior to covid.

Passengers Carried (Aid Type) between 1/4/2021 and 1/4/2022 were as follows, with the previous year's figures in brackets:

Carried	Cleethorpes	Grimsby	Immingham	Rural	Total
Ambulant	4159 (1844)	6475 (3407)	45 (10)	664 (511)	11343 (5772)
Wheelchair	115 (10)	399 (187)	4 (0)	163 (51)	681 (248)
Aided	225 (69)	181 (68)	2 (0)	28 (0)	436 (137)
Companions	56 (1)	452 (165)	2 (0)	24 (10)	534 (176)
Total	4555 (1924)	7507 (3827)	53 (10)	879 (572)	12994 (6333)

Trip purposes (Standard Fare) also changed due to the lifting of the lockdown restrictions and were as follows, with the previous year's figures in brackets:

Trip Purpose	Cleethorpes	Grimsby	Immingham	Rural	Total
Day Centre	8131.90 (3577.00)	14214.90 (5810.90)	0.00 (0.00)	1879.10 (774.90)	24225.9 (10162.80)
Education	0.00 (0.00)	777.00 (367.5)	0.00 (0.00)	0.00 (0.00)	777.00 (367.50)
Health	1682.10 (917.00)	1928.10 (626.20)	109.20 (9.80)	253.00 (254.90)	3972.40 (1807.90)
Home	0.00 (7.00)	0.00 (7.00)	0.00 (0.00)	0.00 (0.00)	0.00 (14.00)
Leisure	150.60 (32.30)	196.20 (290.50)	0.00 (0.00)	10.70 (0.00)	357.5 (322.80)
Personal Business	434.80 (224.00)	1017.80 (1001.80)	9.80 (0.00)	92.80 (60.90)	1555.20 (1286.70)
Religion	301.00 (0.00)	437.50 (171.50)	0.00 (0.00)	121.70 (17.50)	860.20 (189.00)
Shopping	2030.20 (1596.00)	4353.10 (3694.10)	108.00 (39.20)	512.20 (939.10)	7003.50 (6268.40)

GRIMSBY, CLEETHORPES & DISTRICT DIAL-A-RIDE TRUSTEES' ANNUAL REPORT - YEAR ENDING 31 MARCH 2022

Trip Purpose	Cleethorpes	Grimsby	Immingham	Rural	Total
Social	2579.2 (0.00)	2277.40 (0.00)	4.90 (0.00)	235.00 (0.00)	5096.5 (0.00)
Trip Out	112.40 (10.50)	59.50 (7.20)	0.00 (0.00)	0.00 (0.00)	171.90 (17.70)
Visiting	384.70 (178.90)	851.80 (502.30)	0.00 (0.00)	7.00 (0.00)	1243.50 (681.2)
Work	14.00 (87.50)	42.00 (119.00)	0.00 (0.00)	0.00 (0.00)	56.00 (206.50)
Total	15820.90 (6630.20)	26155.30 (12598)	231.90 (49.00)	3111.50 (2047.30)	45319.60 (21324.50)

Thanks once again to our dedicated office staff, Marianne, Fiona and Ken, who started selling items through various car boot sales, online market sites and pick-ups from the office. These activities culminated in the following amounts being raised: £764.11 (car boot) £121.00 (online or collected from office)
Total: £885.11

One of our biggest challenges now is to recruit some new drivers, which is proving exceptionally challenging, as people do not seem to want to volunteer for no monetary reward.

We are still not out of the woods at the moment but feel more hopeful now than we did this time last year and again give personal thanks to all the office staff and volunteer drivers for helping to get DAR through another very tough year.

Reserves Policy

The trustees do not consider it necessary or appropriate to set a formal reserves policy at the present time. Dial-A-Ride's closing unrestricted reserves of £38K, excluding tangible fixed assets, a reduction to the level prior to the distortions of last year. Assuming that activities return to their pre-pandemic level, cash flow should continue to be adequate to meet both the charity's normal running costs and finance lease obligations.

Small Company exemptions

This report has been prepared in accordance with the special provisions relating to small companies within the Companies Act 2006.

Approved by the Directors and signed on their behalf by:

John Shepherd
Director & Chair of the Trustees

06 September 2022

Grimsby, Cleethorpes & District Dial-A-Ride

Statement of Financial Activities

for the year ending 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Income and endowments from:					
Donations, grants and legacies		2,313	10,175	12,488	28,993
Charitable activities	3	85,240	-	85,240	121,747
Investments	2	-	-	2	1
Other		-	-	-	-
Total income		87,555	10,175	97,730	150,741
Expenditure on:					
Raising funds		-	-	-	-
Charitable activities	4	132,228	10,175	142,403	133,716
Other	5	1,081	-	1,081	953
Total outgoing resources		133,309	10,175	143,484	134,669
Net income/(expenditure)		(45,754)	-	(45,754)	16,072
Transfers between funds		2,500	(2,500)	-	-
Other recognized gains/(losses)					
Gains/(losses) on revaluation of fixed assets		-	-	-	-
Other gains/(losses)		-	-	-	-
Net movement in funds		(43,254)	(2,500)	(45,754)	16,072
Reconciliation of funds:					
Total funds brought forward		143,738	20,000	163,738	147,666
Total funds carried forward	10	100,484	17,500	117,984	163,738

Company No. 3168259 - Charity No. 1054823

Grimsby, Cleethorpes & District Dial-A-Ride
Balance Sheet as at 31 March 2022

	Note	2022	2021
		£	£
Fixed assets	6		
Motor vehicles		79,863	98,895
Other equipment		-	-
		<u>79,863</u>	<u>98,895</u>
Current assets			
Cash and bank balances		30,052	63,388
Debtors	7	<u>11,600</u>	<u>6,419</u>
		41,652	69,807
Current liabilities			
Creditors due within one year	8	<u>(3,531)</u>	<u>(4,964)</u>
Net current assets		38,121	64,843
Creditors due beyond one year	9	-	-
Net Assets		<u>117,984</u>	<u>163,738</u>
Funds			
Unrestricted funds	10, 11	100,484	143,738
Restricted funds	10, 11	<u>17,500</u>	<u>20,000</u>
		<u>117,984</u>	<u>163,738</u>

The Directors confirm that for the year ended 31 March 2022:

- * the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006 ("the Act") relating to small companies ; and
- * the members have not required the Company to obtain an audit of its accounts under section 476 of the Act.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with FRS102 SORP.

These financial statements were approved by the Directors on 06 September 2022 and are signed on their behalf by:

John C Shepherd
 Director/Trustee (Chair)

The notes on pages 8 to 11 form part of these accounts.

Company No. 3168259 - Charity No. 1054823

Grimsby, Cleethorpes & District Dial A Ride

Notes to the Accounts for the year ending 31 March 2022

1 Accounting policies

Basis of preparation of financial statements

These financial statements have been prepared under the historical costs convention and are 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 & Republic of Ireland (FRS 102)' effective 1 January 2019.

The Company has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement, on the grounds that it is a small company.

Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Funding grants, including funding grants for the purchase of fixed assets, are recognised in the full in the SOFA in the year in which they are receivable.

No amounts are included in the financial statements for services donated by volunteers. Gifts in kind donated for use by the charity are recognised as income when receivable.

Outgoing resources

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category. Where costs cannot be directly attributed to a particular heading they have been allocated to activities on a basis consistent with use of the resources.

Fixed assets and depreciation - Vehicles & Office Equipment

Fixed assets are included in the accounts at cost. Depreciation is provided to spread the cost of each asset over its expected useful life.

Depreciation of vehicles is on a straight line basis assuming a 10 year useful life from the date when the vehicle was first registered.

Depreciation of office and electrical equipment is on a straight line basis over 3 years from its purchase date.

Unrestricted funds

The unrestricted general fund represents the net income received, which is applied in furtherance of the objects of the charity.

Restricted funds

Restricted funds are funds that are used in accordance with specific restrictions imposed by the fund providers. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs where appropriate. The aim of each restricted fund is set out in these notes to the accounts.

Grimsby, Cleethorpes & District Dial A Ride

Notes to the Accounts for the year ending 31 March 2022

2 Donations & legacies (all figures £)	Unrestricted	Restricted	2022	2021
Grants	-	10,175	10,175	23,584
Donations	2,313	-	2,313	5,409
	<u>2,313</u>	<u>10,175</u>	<u>12,488</u>	<u>28,993</u>

The restricted grants received (both years) were from the Coronavirus Job Retention Scheme for use towards employee salaries.

3 Income from charitable activities (all figures £)	Unrestricted	Restricted	2022	2021
Council Concessions	49,177	-	49,177	99,685
Fare income	17,669	-	17,669	10,026
Fuel Duty Rebate (DfT BSOG scheme)	8,787	-	8,787	8,825
Invoiced services	8,243	-	8,243	2,381
Registration fees	1,364	-	1,364	830
	<u>85,240</u>	<u>-</u>	<u>85,240</u>	<u>121,747</u>

4 Expenditure on charitable activities (all figures £)	Unrestricted	Restricted	2022	2021
Employee costs	38,864	10,175	49,039	47,285
Payroll support	576	-	576	576
Vehicle fuel	20,450	-	20,450	12,849
Vehicle other running costs	17,631	-	17,631	17,831
Vehicle depreciation	24,527	-	24,527	20,966
Insurance	9,456	-	9,456	16,940
Driver meal allowances	3,018	-	3,018	2,212
Office Rent	9,187	-	9,187	6,725
Equipment & software rental	2,468	-	2,468	2,538
Postage, stationery & office	2,073	-	2,073	1,472
Telephone	1,234	-	1,234	1,293
Fees & subscriptions	2,204	-	2,204	1,177
Short life equipment	55	-	55	-
Other equipment depreciation	-	-	-	1,609
(Profit) or Loss on fixed asset disposals	(1,495)	-	(1,495)	(2,000)
Lease interest & charges	-	-	-	1,729
Sundry expenses	1,980	-	1,980	514
	<u>132,228</u>	<u>10,175</u>	<u>142,403</u>	<u>133,716</u>

5 Other costs (all figures £)	Unrestricted	Restricted	2022	2021
Regulatory compliance	1,081	-	1,081	953
	<u>1,081</u>	<u>-</u>	<u>1,081</u>	<u>953</u>

Grimsby, Cleethorpes & District Dial A Ride

Notes to the Accounts for the year ending 31 March 2022

6 Tangible fixed assets	(all figures £)	Other		Totals		
		Vehicles	Equipment			
Cost						
Brought forward at 31 March 2021		196,345	13,402	209,747		
Additions		5,495	-	5,495		
Disposals		(13,000)	(1,488)	(14,488)		
Carried forward at 31 March 2022		<u>188,840</u>	<u>11,914</u>	<u>200,754</u>		
Depreciation						
Brought forward at 31 March 2021		97,450	13,402	110,852		
Charge for the year		24,527	-	24,527		
Disposals		(13,000)	(1,488)	(14,488)		
Carried forward at 31 March 2022		<u>108,977</u>	<u>11,914</u>	<u>120,891</u>		
Net book value						
Brought forward at 31 March 2021		98,895	-	98,895		
Carried forward at 31 March 2022		<u>79,863</u>	<u>-</u>	<u>79,863</u>		
7 Debtors	(all figures £)		2022	2021		
Trade debtors			5,962	488		
Bus Service Operators Grant			4,200	4,239		
Prepayments			1,438	1,692		
			<u>11,600</u>	<u>6,419</u>		
8 Creditors	(all figures £)		2022	2021		
Trade creditors			2,511	2,289		
Accruals			1,020	2,675		
			<u>3,531</u>	<u>4,964</u>		
9 Creditors due after more than 1 year	(all figures £)		2022	2021		
None			-	-		
10 Funds		b/f at	Movement in resources			c/f at
(all figures £)		1 Apr 2021	Incoming	Outgoing	Transfers	31 Mar 22
Unrestricted		143,738	87,555	(133,309)	2,500	100,484
Restricted		20,000	10,175	(10,175)	(2,500)	17,500
		<u>163,738</u>	<u>97,730</u>	<u>(143,484)</u>	<u>-</u>	<u>117,984</u>

Purposes of restricted funds:

Restricted funds received and expended during the year were from the Coronavirus Job Retention Scheme for use towards employee salaries.

The restricted funds balance related to a donation of £25,000 received on 29/01/2019 from Grantscape's East Coast Community Fund towards the purchase of a new minibus. The grant had a 10 year restriction over subsequent use and disposal of the vehicle i.e. until 29/01/2029 which is being amortized evenly across that period.

Grimsby, Cleethorpes & District Dial A Ride

Notes to the Accounts for the year ending 31 March 2022

11 Analysis of net assets between funds

(all figures £)	Unrestricted	Restricted	Total
Tangible fixed assets	62,363	17,500	79,863
Net current assets or (liabilities)	38,121	-	38,121
Net Assets	<u>100,484</u>	<u>17,500</u>	<u>117,984</u>

12 Employee costs	(all figures £)	2022	2021
Emoluments		47,088	45,210
Employer's National Insurance (after Employer Allowance)		-	-
Employer Pension Contributions		1,951	2,075
		<u>49,039</u>	<u>47,285</u>

No employee earned £60,000 pa or more.

The average full time equivalent number of employees during the year was 2.1 (2021: 2.1).

13 Trustees remuneration and expenses (including related party transactions)

No remuneration was directly or indirectly paid or payable during the year, out of the funds of the charity/company, to any trustee or person(s) known to be connected with them. The committee did however make a gift to the value of £32 to one of their number.

No reimbursement of expenses has been made or will be made to any of the trustees in respect of the financial year.

14 Members' liability

The charity is incorporated as a company limited by guarantee and therefore has no share capital. The liability of each member is limited to £10.

15 Control relationship

The company is limited by guarantee and as such is controlled by its trustees who, acting as a body, totally control all aspects of the running of the company.

Independent Examiner's Report

Report to the trustees/directors of Grimsby, Cleethorpes & District Dial-A-Ride (company number 3168259 & registered charity number 1054823) on accounts for the year ended 31 March 2022 as set out on pages 1 to 11.

I report to the trustees on my examination of the accounts of the above charity (*the Trust*) for the year ended 31 March 2022

Responsibilities and basis of report

As the charity trustees, you 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 Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

For a third consecutive year, the charity failed to hold an Annual General Meeting so the 2018/19, 2019/20 & 2020/21 accounts have not been tabled at an AGM. Internal controls for bank accounts appear to allow one individual to have effective sole charge of transaction instructions to the bank rather than mandatory dual authorization.

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

- accounting records were not kept in accordance with section 130 of the Act, or
- the accounts do not accord with the accounting records.

Beyond the above observations, I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

John Guggiari

John Guggiari FCCA

01 August 2022

Acara Accountancy, Hadley Ridge, North End, Goxhill, North Lincolnshire DN19 7JX