Company registration number: 07983448
Charity registration number: 1148539

EPPING FOREST COMMUNITY TRANSPORT
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025

Epping Forest Community Transport
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Epping Forest Community Transport
Reference and Administrative Details
For The Year Ended 31 December 2025

Trustees	Mr P Ashworth Mr R Bassett Mr M Patterson Mr K Kapasiawala (appointed 16/06/2025)
Charity Number	1148539
Company Number	07983448
Principal Address	Social Care Building, 2nd Floor St Johns Road Epping Essex CM16 5EB
Registered Office	Social Care Building 2nd Floor St Johns Road Epping Essex CM16 5EB
Business	Social Care Building 2nd Floor St Johns Road Epping Essex CM16 5EB
Independent Examiner	Robert Jones ACCA Douglas Jones Phillips Ltd ACCA O-I Building, First Floor West Wing, Edinburgh Way Harlow Essex CM20 2DB

Epping Forest Community Transport
Company No. 07983448
Trustees' Report For The Year Ended 31 December 2025

The trustees present their report and the financial statements for the year ended 31 December 2025.

Financial Review

Financial Position

Epping Forest Community Transport (EFCT) has reported a surplus of £23,164 for the financial year ended 31 December 2025, representing a positive swing of £74,923 compared to the deficit of £51,759 reported in the prior period. This marks a significant turnaround in financial performance, driven by a combination of expenditure discipline and improved grant income. It should be noted that the prior period covered 13 months (1 December 2023 to 31 December 2024) following the Charity's change of year end, whereas the current year represents a full, standard 12-month reporting period.

Total expenditure fell by £36,157, a decrease of 7.4% year-on-year. The most significant driver of this reduction was staffing costs, which fell by £26,908, or 8.2%, reflecting a reduction in the average headcount from 15 to 14 employees alongside lower wage costs across both driver and administrative teams. Direct vehicle running costs also fell, with fuel costs down £2,092 and insurance costs down £3,500, partially offset by a £2,214 rise in vehicle repair costs as the Charity continues to maintain an ageing fleet. Depreciation charges fell by £4,280, reflecting the absence of vehicle additions or disposals during the year, following the fleet renewal activity in the prior period.

Income rose by £34,207, an increase of 7.7%. This was driven almost entirely by a strong recovery in grant income, which increased by £35,394 (14.5%), reversing the decline in one-off funding success reported in the prior year. Core Charitable activities income (transport services) fell by £9,873 (5.0%), with growth in Group Hire (+34.6%) and Dial A Ride (+26.2%) offset by declines in Shopper Bus (-7.7%), Social Car (-61.0%) and Membership income (-39.6%). The Charity also received £8,725 in one-off other income relating to an insurance settlement, which is not expected to recur.

Despite the improved surplus, the Charity's balance sheet shows a notable rise in debtors, up £30,511 (25.5%) to £150,094, and creditors, up £20,240 (65.1%) to £51,342, the latter driven substantially by amounts owed to Chigwell Parish Council (£19,000) and Essex County Council (£3,500) in respect of the insurance settlement, which will need to be settled in the following period. Cash at bank increased by £25,735 to £123,379, and total funds carried forward increased to £260,657 (2024: £237,493), representing 9.8% growth in reserves.

The trustees consider this result to be evidence that the strategic response initiated in the prior year — including the review of staffing structures and service delivery models, and the pursuit of external funding opportunities — is beginning to take effect. Non-essential expenditure has continued to be curtailed, and operational efficiencies have been pursued wherever feasible. The Charity will continue to monitor the sustainability of grant income levels, given the reliance on a small number of core funding relationships and will continue engaging with local stakeholders to rebuild its volunteer base to reduce reliance on salaried driving staff over the longer term.

Small Company Rules

This report has 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.

The trustees' report was approved by the board of trustees and signed on its behalf by:



Mr R Bassett

31 Aug 2026

Trustee
14th August 2026

Epping Forest Community Transport
Independent Examiner's Report to the Trustees of Epping Forest Community Transport
For The Year Ended 31 December 2025

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2025.

Responsibilities and Basis of Report

As the charity 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 satisfied myself 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 section 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 section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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 section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 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 of 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 (FRS 102).

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.

Robert Jones ACCA

14th August 2026
O-I Building, First Floor
West Wing, Edinburgh Way
Harlow
Essex
CM20 2DB

Epping Forest Community Transport
Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 December 2025

	Notes	31 December 2025 Unrestricted funds £	31 December 2024 Unrestricted funds £
INCOME AND ENDOWMENTS FROM:			
Donations and legacies	**3**	282,134	246,773
Charitable activities:			
Transport Services		186,955	196,828
Investments	**4**	1	6
Other	**5**	8,725	-
		477,815	443,608
EXPENDITURE ON:			
Charitable activities:	**7**		
Transport Services		(454,651)	(490,808)
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)		23,164	(47,200)
Net losses on investments		-	(4,559)
NET INCOME/(EXPENDITURE)		23,164	(51,759)
NET MOVEMENT IN FUNDS		23,164	(51,759)
RECONCILIATION OF FUNDS:			
Total funds brought forward		237,493	289,252
TOTAL FUNDS CARRIED FORWARD	**17**	260,657	237,493

The notes on pages 6 to 12 form part of these financial statements.

Epping Forest Community Transport
Balance Sheet
As At 31 December 2025

	Notes	31 December 2025 Unrestricted funds £	31 December 2024 Total funds £
FIXED ASSETS			
Tangible Assets	**13**	38,526	51,368
		38,526	51,368
CURRENT ASSETS			
Debtors	**14**	150,094	119,583
Cash at bank and in hand		123,379	97,644
		273,473	217,227
Creditors: Amounts Falling Due Within One Year	**15**	(51,342)	(31,102)
NET CURRENT ASSETS (LIABILITIES)		222,131	186,125
TOTAL ASSETS LESS CURRENT LIABILITIES		260,657	237,493
NET ASSETS		260,657	237,493
FUNDS OF THE CHARITY			
Unrestricted Funds		260,657	237,493
TOTAL FUNDS	**17**	260,657	237,493

For the year ending 31 December 2025 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 company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The trustees 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.

On behalf of the board

Mr P Ashworth

03 Sep 2026

Trustee
14th August 2026

The notes on pages 6 to 12 form part of these financial statements.

1. General Information

Epping Forest Community Transport is a company limited by guarantee, incorporated in England & Wales, registered number 07983448 and registered charity number 1148539 . The registered office is Social Care Building 2nd Floor, St Johns Road, Epping, Essex, CM16 5EB.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "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) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company is a Public Benefit Entity as defined by FRS 102.

2.2. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & Machinery	25%
Motor Vehicles	25%

2.3. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

3. Income from Donations and Legacies

	31 December 2025 Unrestricted funds £	31 December 2024 Unrestricted funds £
Donations and gifts	3,057	3,090
Grants	279,077	243,683
	282,134	246,773

4. Investment Income

	31 December 2025 Unrestricted funds £	31 December 2024 Unrestricted funds £
Bank interest receivable	1	6

5. **Other Income**

	31 December 2025	31 December 2024
	Unrestricted funds	Unrestricted funds
	£	£
Other income	8,725	-

Other income is made up of £8,725 received as an insurance settlement

6. **Net Income/(Expenditure)**

The net income/(expenditure) is stated after charging/(crediting):

	31 December 2025	31 December 2024
	£	£
Depreciation of tangible fixed assets - owned	12,842	17,122

7. **Analysis of Expenditure**

	Activities undertaken directly (see note 8)	Support costs (see note 9)	31 December 2025 Total
	£	£	£
Transport Services	230,137	224,514	454,651

	Activities undertaken directly (see note 8)	Support costs (see note 9)	31 December 2024 Total
	£	£	£
Transport Services	252,608	238,200	490,808

8. **Direct Costs**

	31 December 2025 Transport Services £
Employee costs:	
Wages and salaries - Drivers	118,450
Employers NI - Drivers	5,237
Employers pensions - Drivers	862
Volunteer Expenses	4,133
General administration:	
Vehicle running costs	8,522
Vehicle fuel costs	28,136
Vehicle insurance costs	16,235
Vehicle repair costs	48,562
	230,137

	31 December 2024 Transport Services £
Employee costs:	
Wages and salaries - Drivers	129,985
Employers NI - Drivers	5,166
Employers pensions - Drivers	3,907
Volunteer Expenses	7,386
Temporary staff	572
General administration:	
Vehicle running costs	9,281
Vehicle fuel costs	30,228
Vehicle insurance costs	19,735
Vehicle repair costs	46,348
	252,608

9. **Support Costs**

	31 December 2025 Transport Services £
Employee costs:	
Wages and salaries - Administration & Management	142,766
Employers NI - Administration & Management	9,142

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Employers pensions - Administration & Management	24,551
Recruitment costs	143
Travel and subsistence expenses	574
Premises expenses:	
Rent	2,446
General administration:	
Hire and leasing of computer and other equipment	2,953
Computer software, consumables and maintenance	11,347
Professional indemnity insurance	2,731
Printing, postage and stationery	1,093
Advertising and marketing costs	50
Telecommunications and data costs	4,661
Subscriptions	215
Bookkeeping & payroll fees	4,786
Charitable donations	50
Sundry expenses	268
Depreciation:	
Depreciation of plant and machinery	416
Depreciation of motor vehicles	12,426
Interest payable:	
Bank charges	746
Governance costs:	
Independent examiner's fees	3,150
	224,514

	31 December 2024 **Transport Services** **£**
Employee costs:	
Wages and salaries - Administration & Management	153,870
Employers NI - Administration & Management	10,834
Employers pensions - Administration & Management	24,154
Recruitment costs	278
Staff training	181
Uniform	779
Travel and subsistence expenses	673
Premises expenses:	
Rent	3,304
General administration:	
Hire and leasing of computer and other equipment	3,341
Computer software, consumables and maintenance	8,804
Professional indemnity insurance	2,533
Printing, postage and stationery	350
Advertising and marketing costs	858
Telecommunications and data costs	3,970

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Subscriptions	215
Bookkeeping & payroll fees	2,120
Sundry expenses	294
Depreciation:	
Depreciation of plant and machinery	554
Depreciation of motor vehicles	16,568
Interest payable:	
Bank charges	1,018
Other interest payable	2
Governance costs:	
Independent examiner's fees	3,500
	238,200

10. Independent Examiner's Remuneration

	31 December 2025	31 December 2024
	£	£
Independent examination of the financial statements	3,150	3,500

11. Staff Costs

Staff costs were as follows:

	31 December 2025	31 December 2024
	£	£
Wages and salaries	261,216	283,855
Social security costs	14,379	16,000
Other pension costs	25,413	28,061
	301,008	327,916

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

12. Average Number of Employees

Average number of employees during the year was: 14 (2024: 15)

13. Tangible Assets

	Plant & Machinery	Motor Vehicles	Total
	£	£	£
Cost			
As at 1 January 2025	17,110	283,994	301,104
As at 31 December 2025	17,110	283,994	301,104

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Depreciation			
As at 1 January 2025	15,447	234,289	249,736
Provided during the period	416	12,426	12,842
As at 31 December 2025	15,863	246,715	262,578
Net Book Value			
As at 31 December 2025	1,247	37,279	38,526
As at 1 January 2025	1,663	49,705	51,368

14. Debtors

	31 December 2025	31 December 2024
	£	£
Due within one year		
Trade debtors	14,476	7,311
Other debtors	135,618	112,272
	150,094	119,583

15. Creditors: Amounts Falling Due Within One Year

	31 December 2025	31 December 2024
	£	£
Trade creditors	18,805	19,519
Other creditors	22,798	2,983
Taxation and social security	3,019	4,505
Accruals and deferred income	6,720	4,095
	51,342	31,102

Included within Other Creditors are £19,000 owed to Chigwell Parish Council for their share of the insurance pay out. Also included is £3,500 owed to Essex County Council that was received in error and a credit card balance of £297.50.

16. Pension Commitments

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £25,413 (2024: £28,061).

At the balance sheet date there is an overpayment of £35 carried forward.

17. **Movement in Funds**

	As at 1 January 2025	Income	Expenditure	As at 31 December 2025
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	237,493	477,815	(454,651)	260,657
Total funds	237,493	477,815	(454,651)	260,657

	As at 1 December 2023	Income	Expenditure	As at 31 December 2024
	£	£	£	£
Unrestricted funds				
General:				
General unrestricted fund	289,252	443,608	(495,367)	237,493
Total funds	289,252	443,608	(495,367)	237,493

18. **Transactions with Trustees**

During the year the expenses reimbursed to the trustees or paid directly to third parties were as follows:

	31 December 2025	31 December 2024
	£	£

19. **Related Party Disclosures**

There have been no related party transactions in the reporting period that require disclosure, except for those disclosed in the Transactions with Trustees note.

20. **Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

Epping Forest Community Transport
Detailed Statement of Financial Activities (including Income and Expenditure Account)
For The Year Ended 31 December 2025

	31 December 2025 Total funds	31 December 2024 Total funds
	£	£
INCOME AND ENDOWMENTS FROM:		
Donations and legacies		
Donations and gifts	3,057	3,090
Government Grants	279,077	243,683
	282,134	246,773
Charitable Activities:		
Transport Services		
Group Hire	22,183	16,487
Dial A Ride	21,354	16,918
Social Car	4,262	10,945
Shopper Bus	136,462	147,795
Membership	2,694	4,464
Education	-	219
	186,955	196,828
Investments		
Bank interest receivable	1	6
	1	6
Other		
Other income	8,725	-
	8,725	-
	477,815	443,608
EXPENDITURE ON:		
Charitable Activities:		
Transport Services		
Wages and salaries - Drivers	(118,450)	(129,985)
Employers NI - Drivers	(5,237)	(5,166)
Employers pensions - Drivers	(862)	(3,907)
Volunteer Expenses	(4,133)	(7,386)
Temporary staff	-	(572)
Vehicle running costs	(8,522)	(9,281)
Vehicle fuel costs	(28,136)	(30,228)
Vehicle insurance costs	(16,235)	(19,735)
Vehicle repair costs	(48,562)	(46,348)
Wages and salaries - Administration & Management	(142,766)	(153,870)
Employers NI - Administration & Management	(9,142)	(10,834)
Employers pensions - Administration & Management	(24,551)	(24,154)
Recruitment costs	(143)	(278)
Staff training	-	(181)
Uniform	-	(779)

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Travel and subsistence expenses	(574)	(673)
Rent	(2,446)	(3,304)
Hire and leasing of computer and other equipment	(2,953)	(3,341)
Computer software, consumables and maintenance	(11,347)	(8,804)
Professional indemnity insurance	(2,731)	(2,533)
Printing, postage and stationery	(1,093)	(350)
Advertising and marketing costs	(50)	(858)
Telecommunications and data costs	(4,661)	(3,970)
Subscriptions	(215)	(215)
Bookkeeping & payroll fees	(4,786)	(2,120)
Charitable donations	(50)	-
Sundry expenses	(268)	(294)
Depreciation of plant and machinery	(416)	(554)
Depreciation of motor vehicles	(12,426)	(16,568)
Bank charges	(746)	(1,018)
Other interest payable	-	(2)
Independent examiner's fees	(3,150)	(3,500)
	(454,651)	(490,808)
	(454,651)	(490,808)
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)	23,164	(47,200)
Net losses on investments		
Deficit on disposal of listed fixed asset investments	-	(4,559)
	-	(4,559)
NET INCOME/(EXPENDITURE)	23,164	(51,759)