



EAST VALE

COMMUNITY

TRANSPORT

Registered charity 519130

**ANNUAL REPORT AND ACCOUNTS
2020**

Providing Community Transport for all in the East Vale of Glamorgan

MANAGEMENT COMMITTEE

CHAIR	Brenda Gibbins
SECRETARY	Richard Partridge
TREASURER	Philip Gibbins
COMMITTEE	M/s. Chris Harper
	Alun Harper
	Nicholas Morgan
	Patrick O'Neill
	Kate Weston

HON. ACCOUNTANT Ian Walker

CO-ORDINATOR:
Steve Thomas

Registered Office: **West House Cottage
Stanwell Road
Penarth
Vale of Glamorgan
CF64 2EZ
Tel: 029 2070 5138**

EVCT ANNUAL REPORT 2019-20

EVCT was established in 1986. Its aims and objective are:

1. To provide or assist in the provision of , and to run and maintain, community transport beneficial to the communities of the East Vale of Glamorgan.
2. To ensure that our service is available to all sections of the community with priority being given to older and disabled people. In this context the term 'older' refers to anyone over the age of 60 years.

The year 2020, with the arrival of the Covid 19 pandemic, gave us many challenges from the time of Lockdown in March, but we were still in existence by December. Steve Thomas, our new Co-ordinator started with us on 2 January following the resignation of James Plumb who needed to return to full-time employment. We were sorry to lose James but very fortunate to recruit Steve, who has extensive experience of the third sector. We have almost a full complement of trustees since Alun Harper (former Co-ordinator) joined us and Bill Stoker re-joined the Board.

We are sad to report the sudden death on Christmas Day 2020 of Keith Crabtree who had driven for us for many years as well as helping out in the office at times. He was very popular with various groups and undertook many journeys weekly.

Our volunteer drivers are crucial to the charity, and we are very grateful to Neil Lovering, Allan Haskins, Mike Gooding, Geoff Cooke and Bill Stoker for all the time they give to getting people out and about, as well as monitoring the condition of the buses and collecting data for funding purposes. Geoff Cooke kindly agreed to undergo the DVLA medical test to allow him to continue to drive minibuses once he had turned 70. Only drivers with D1 on their licence are eligible to drive a minibus. Unless an extensive procedure including an expensive medical is undergone, drivers over 70 do not qualify for D1. In Geoff's case, Llandough Community Council were prepared to meet the cost and Geoff's GP gave a discount on the usual price of £100 +. EVCT faces a further problem with the D1, as drivers who passed their test after 1997 do not have D1 either.

We are also most grateful to Ian Walker who continued to give his services as Honorary Accountant.

EVCT continues to benefit from advice and services provided by Glamorgan Voluntary Services (GVS) and the Community Transport Association (CTA). The latter organisation has been very helpful during the pandemic. Their weekly online seminars have been particularly helpful, allowing representatives of CT groups, large and small, the chance to seek help and discuss problems. GVS as ever, gave local information and directed us to grant aid for personal protection

equipment etc.

For Covid protection, Steve was active in acquiring PPE and organised having perspex screens fitted in the buses to separate drivers from passengers. He wrote, and modified as needed, risk assessments for use of both the buses and the office space. He worked mostly from home. Since Carers' Trust, from whom we rent office space, were also working from home, he rarely encountered others in the office. We were happy to abide with the Trust's careful precautions for use of the whole building.

Membership appeared to be remaining steady at the start of the year, and we planned to recruit more organisations and individuals. We also started to advertise for volunteer passenger assistants to assist on journeys where passengers are picked up from their homes. Covid made those aims impossible, with social distancing and the majority of our clients vulnerable and shielding. When restrictions eased, the Llandough shopping trips were resumed for a short period but many potential passengers were unwilling to go out at all. Steve is preparing to collaborate with an NHS Wales scheme to offer individuals and couples access to vaccination centres. Inevitably what would have been our 13th Christmas Lights tour did not take place. Registered users numbered 22. We made 4010 passenger journeys in 2020, covering 10,130 kilometres, compared with 4010 journeys and 10130 kilometres in 2019.

During the Spring, we took advantage of the government Furlough Scheme to retain Steve in post as Co-ordinator and administrative work was overseen by trustees who learnt to meet on Zoom. As restrictions eased, we accepted Steve's offer to return to work on reduced hours, mostly from home, while the demand for service was so uncertain. Drivers and Steve gave the minibuses runs to keep the batteries charged. For a period during Lockdown, the buses were registered "off road" to save on the licence charge.

The trustees decided that it was certainly not a propitious time to buy a new minibus so Don Read's bequest was placed in a savings account offered by our bankers, CAF, through Shawbrook Bank. Discussion has started on what our next vehicle should be: electric or hybrid, minibus or smaller wheelchair accessible vehicle (WAV).

Core funding for 2020, as usual, was received from the Vale of Glamorgan Council under the auspices of South East Wales Bus Funding Project Board. Funding from the Monmouthshire Council Bus Services Support Grant (BSSG) as actual rebate was also received. Money remaining from our Strong Communities grant was used to create a new website www.eastvalecommunitytransport.org through the services of Emma Cahill of Socially Aware. She has also advised on social media but the charity badly needs a volunteer to address regular use of social media.

We end the year in an uncertain position. Currently the buses are licenced and serviced in the hope that we can get back to business but we shall need to review the situation shortly.

Finally the trustees reiterate their thanks to our volunteer drivers who help to

improve the quality of life for those without ready access to transport.

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees

Brenda Gibbins
Chairperson
27 October 2021

	2019 / £		2020 / £
Grants and Donations	53,487		27,017
Membership Fees	<u>8,810</u>		<u>3,123</u>
REVENUES		62,297	30,140
Bank Charges	55		62
Insurance	917		956
Motor Expenses	8,434		5,563
Printing, Postage and Stationary	118		112
Professional Fees	112		332
Telephone	2,297		690
Sundry Expenses	365		1,617
Wages and Salaries	<u>10,203</u>		<u>9,886</u>
OVERHEADS		22,501	19,216
Interest Received	<u>50</u>		<u>50</u>
OTHER INCOME		50	50
TOTAL SURPLUS		<u>39,846</u>	<u>10,973</u>

Independent Examiner's Report to the Trustees of East Vale Community Transport Charity No 519130

I report on the accounts of **East Vale Community Transport** for the year ended **31st December 2020**

RESPECTIVE RESPONSIBILITIES OF TRUSTEE AND EXAMINER

The Trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this period under s145 of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- a. examine the accounts under s145 of the 2011 Act;
- b. to follow the procedures laid down in the General Directions given by the Charity Commission under s145(5) of the 2011 Act; and
- c. to state 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 Commission. My examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes a consideration of any unusual items or disclosures in the accounts, and the seeking of 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:

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Villa House, 7 Herbert Terrace
Penarth, Vale of Glamorgan CF64 2AH
029 2071 3800

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432 Gloucester Road
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Newport Office
Venta House, 9A Port Road,
Maesglas Retail Park, Newport, NP20 2NS
01633 250530

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- a. which give me reasonable cause to believe that, in any material respect, the requirements
- i. to keep accounting records in accordance with s386 and s387 of the Companies Act 2006 and
 - ii. to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met; or
- b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

ESquare Group of Companies
Registered in England and Wales

Registration number 5077485
Registered office: Villa House
7 Herbert Terrace, Penarth CF64 2AH

On behalf of Evans Entwistle