Report and Financial Statements
Year ending 31 March 2018
Charity number 1162391
Company number 6553765
Company Limited by Guarantee



Report of the trustees for the year ending 31 March 2018

The trustees of East Yorkshire Community Transport Ltd present their annual report and accounts for the year ended 31 March 2018 which are also prepared to meet the requirements for a directors' report and accounts for the Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for smaller entities.

Our purposes and activities

To provide a community transport service for such of the inhabitants of East Yorkshire who are in need of such a service because of age, sickness or disability (mental or physical), or poverty, or because of lack of availability of adequate and safe public passenger services.

East Yorkshire Community Transport Ltd (EYCT) has been formed by its three member groups (Beverley Community Lift, North Holderness Community Transport (HART) and Goole and District Community Transport (GoFAR) to enable the three organisations to work more effectively together for mutual benefit and the development of accessible and sustainable community transport for the residents of the East Riding of Yorkshire. EYCT will present a strong and coherent voice for community transport to a range of audiences, including policy makers and funding bodies at local and national level. The ethos of the company is fundamentally mission-based. It aims to be enterprising and to deliver extensive social value from its activities. It also aims to make, as appropriate, profits that can be re-invested into its own development and also into the development and ongoing sustainability of its member groups. Its core mission is profoundly social: it seeks to provide accessible, responsive and affordable community transport for those inhabitants of East Yorkshire who require such a service, as well as for a range of specific client groups who need safe, caring and above all high quality transport to services and facilities.

Review of activities and achievements

EYCT's members have developed a strong and mutually beneficial working relationship. EYCT has provided a positive space in which a commitment to work together has enabled the staff and trustees of all three organisations to develop trust and understanding, gain and share knowledge and thereby improve performance. Members will derive benefits two key areas — direct mutual benefits from joint-working and potential organisational benefits (including financial benefit) from being a partner in a larger 'umbrella' company. These areas of benefit are discussed below:-

Partners in EYCT have formal access to mutual support:-

- Problem solving assistance operational and technical.
- Advice and sharing of information.
- Support for local project development, generation of new ideas and proposals.
- Feedback to and from partners to support learning and personal development.
- Shared expertise for direct task assistance e.g. for internal policy development and administrative functions – potentially reducing work overload situations.
- Shared resources availability of a jointly owned vehicle resource.

EYCT have been successful in obtaining a Social Investment Grant which has enabled the organisation to work with CERT (consultant) to review how the organisation will develop and produce a business plan. Planning days have shaped governance and policy development with stakeholder events have contributing to social return on investment (SROI) data.

Financial review

The organisation has spent the year to 31.03.18 on engaging with the local community in identified gap areas in Community Transport current provision. The work undertaken this year has been a restricted funds project, the trustees have made sure that budgets and reporting have to the funder are carried out when required. The free reserves total £4,274.

Investment powers and policy

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees review the investment options at the end of each financial year.

Reserves policy and going concern

Reserves are required to bridge the gap between the spending and receiving of income and to cover unplanned emergency expenditure. At this time the trustees consider the level of reserves to be sufficient to sustain the charity in the short term.

The trustees have considered the reserves policy and going concerns basis of the charity and consider that adequate resources continue to be available to fund the activities. The trustees are of a view that the charity is a going concern.

Plans for future periods

EYCT have a robust business plan to carry out over the next few years. This can potentially deliver a range of significant benefits to partner organisations:-

- The ability to undertake joint bids for funding and contracts, especially where funding bodies or commissioners do not want to deal with several bids from individual operators (e.g. new EU programmes which include sustainable transport elements).
- The ability to procure or develop shared administrative functions.
- A single voice for the local community transport sector which can have a direct input into the development of local and national CT policies – e.g. via the CTA's County Consortia Group of CT operators.
- A secure, (limited company) vehicle for testing new approaches, undertaking pilot projects, and developing innovative proposals which ensures that any inherent risk (financial, reputational etc) is removed from individual partner organisations and their local 'brands'.
- The opportunity to build and promote a county-wide reputation for good practice in CT development and delivery which is already being recognised due to the development of the East Riding CT Strategy and the work of the CT Network, but which can (as a formal entity) seek to grasp any opportunities that this may bring e.g. bidding for national pilot schemes, EU knowledge transfer/co-operation projects or encouraging the highlighting of new CT provision into ERYC bids to national Government for transport funding.

Reference and Administrative Details

Charity no.

6553765 1162391

Company no:

Registered address: West Dock, Lower Bridge Street, Goole DN14 5SS

Our advisers:

Bank:

HSBC, 1 King Street, Bridlington, East Yorkshire, YO15 2DL

Business review:

CERT Ltd, Community Business Suite, Immingham Resource

Centre, Margaret St., Immingham, North East Lincolnshire, DN40 1L

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:-

Name	Representing	Appointed/	Position
Directors/Trustees		Resigned	
Cllr Jane Evison	North Holderness CT		Chair Trustee/ Director
Alan Beck	North Holderness CT		Trustee/ Director
Jan Stainforth	Beverley Community Lift		Trustee/ Director
David Hughes	Beverley Community Lift		Trustee/ Director
Frank Bryars	Goole and District CT		Trustee/ Director
Martin Crossland	Goole and District CT		Trustee/ Director
Management perso	onnel		
Christine Dales	Goole and District CT		Company secretary

Christine Dales
Caroline Wegrzyn

Goole and District CT North Holderness CT Company secretary Finance officer

Structure, Governance and management

Governing document

The organisation is a charity and company limited by guarantee, incorporated on 3.04.08 and registered as a charity on 24.06.15. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The directors who are also the charity trustees, are responsible for the overall management and control of the East Yorkshire Community Transport Ltd Charity and meet 3 times a year. The work of implementing most of their policies is carried out by the senior managers of the member groups. All trustees give of their time freely and no remuneration or expenses were paid in the year.

Appointment of trustees

The directors of the company are also charity trustees for the purpose of charity law and under the company's articles are known as members of the management Committee. Under the requirements of the Memorandum and Articles of Association the members of the management committee are elected to serve for a period of one year which after they must be re-elected at the Annual General Meeting.

The following directors retire and offer themselves for re-election:-

- Cllr Jane Evison (Chair)
- Alan Beck
- Jan Stainforth
- David Hughes
- Frank Bryars
- Martin Crossland

- Maran Groodan

The members of the charity, (BCL, NHCT and Goole and District CT) put forward two members to be considered for election as directors.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction they meet other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation

The board of trustees, which must be a minimum of 3 but shall not be subject to any maximum, are administers the charity. The board normally meets at least yearly and there are subcommittees covering development and finance. The board shall appoint a company secretary to administer the day to day activities of the charity.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior managers with a contractual relationship with a related party must be disclosed to the full board of trustees. In the current year no such related party transactions were reported.

The organisation has a close relationship with its member groups, BCL, NHCT and Goole and District CT where there exists contract to deliver of transport, carry out administrative duties and make charitable donations. All three organisations nominate trustees to the board.

Pay policy for senior staff

The directors consider the board of directors, who are the charity's trustees, and the senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the organisation on a day to day basis. All directors give of their time freely and no director received remuneration in the year. Details of director's expenses and related party transactions are disclosed in note 9 to the accounts.

Risk management

The trustees have a risk management strategy which comprises:-

- An annual review of the principal risks and uncertainties that the charity face.
- The establishment of policies, systems and procedures to mitigate those risks identified in the annual review.
- The implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) 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). Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group 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 Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclose for our Independent Examiner

In so far as the trustees are aware at the time of approving our trustees' annual report:-

There is no relevant information, being information needed by the Independent Examiner in connection with preparing their report, of which the group's Independent Examiner is unaware.

The trustees, having made enquiries of fellow directors and the group's Independent Examiner that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the Independent Examiner is aware of that information.

By order of t	the board of	trustees.		
Signed	J.	<i>e</i> ui	J	ane Evison
Dated	18.6.	18.		

Independent Examiner's report to the trustees of East Yorkshire Community Transport Ltd

I report on the accounts of the company for the year ended 31 March 2018, which are set out on pages 10 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of the company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144 (2) 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 Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:-

- Examine the accounts under section 145 of the 2011 Act:
- To follow the procedures laid down in the General Directions given by the Charity commission under section 145(75)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Your attention is to drawn to the fact that the charity has prepared the accounts (financial statements) 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice.

My examination was carried out in accordance with the General Directions given by the charity Commission. 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 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 statements below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:-

(a) to keep accounting records in accordance with section 386 of the Companies Act 2006 and

(b) to prepare accounts which accord with the accounting records and 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 2015) have not been met or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:

Stuart Atkinson

Address:

The Accountancy Shop

935 Spring Bank West

Hull

East Yorkshire HU5 5BE

Date:

20 June 2018

Statement of Financial Activities East Yorkshire Community Transport Ltd

	Notes	Unrestricted	Restricted	2018	2017	
		funds £	funds £	£	£	
Income: Donations and legacies	4	-	1,200	1,200	-	
Income from investments		-	-	-	-	
Income from charitable activities					•	
Operation of community transport		867	1,299	2,166	-	
Grant	5	=	32,100	32,100	58,554	
Total income	3	£867	£34,599	£35,466	£58,544	
Expenditure on: Raising funds	8	<u>-</u>	2,261	2,261	143	
Charitable activities	7	400	30,384	30,784	45,205	
Total expenditure		£400	£32,645	£33,045	£45,348	
Net income/(expenditure) and net movement in funds for the year		467	1,954	2,421	13,206	
Reconciliation of funds		·	•	·		
Total funds brought forward		3,807	16,208	20,015	6,809	
Total funds carried forward		£4,274	£18,162	£22,436	£20,015	

The statement of financial activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.

Balance Sheet East Yorkshire Community Transport Ltd as at 31st March 2018

	Notes	2018 Unrestricted £	2018 Restricted £	2018 Total £	2017 Total £
Fixed assets Tangible assets	13	•	-	-	-
Total fixed assets		-	•	-	-
Current assets Cash at bank and in hand Debtors		2,419 1,855	18,162	20,581 1,855	20,015
Total current assets		£4,274	£18,162	£22,436	£20,015
Liabilities Creditors amounts falling due within one year		_	-	**	_
Net current assets	14	£4,274	£18,162	£22,436	£20,015
Total assets less current liabilities		£4,274	£18,162	£22,436	£20,015
Restricted funds Unrestricted funds	16 15	4,274	18,162 -	18,162 4,274	16,208 3,807
Total funds		£4,274	£18,162	£22,436	£20,015

The trustees have prepared their accounts on accordance with section 398 of companies Act 2006 and section 138 or the Charities Act 2011. For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparations of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

The notes at pages 10 to 15 form part of these accounts	
Signed	Signed Beck
Mrs Jane Evison Chair	Alan Beck Director
Date\8. 6. \8.	Date 18 66 2018

Notes to the Accounts

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:-

(a) Basis of preparation

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

(b) Preparation of the accounts on a going concern basis

The trustees are of the view that having secured funding to complete the business review, there is £5855 in free reserves which is considered adequate to cover administrative expenditure, no other significant outlays required for the next 12 months and that on this basis the charity is a going concern.

(c) Income

Income is recognised when the organisation has entitlement to the funds. Grant income, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any delivery conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the organisation has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the organisation of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteers' time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the organisation which is the amount the organisation would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

(e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the organisation; this is normally upon notification of the interest paid or payable by the Bank.

(f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the organisations work or for specific artistic projects being undertaken by the charity.

(g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:-

- Expenditure on charitable activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(h) Allocation of support costs

Support costs are those functions that assist the work of the organisation but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 8.

(i) Tangible fixed assets

Tangible fixed assets are capitalized, if they can be used for more than one year and cost at least £1000 if purchased through free reserves, on the basis of 33 1/3 straight line. Tangible fixed assets that are purchased via restricted funding are written off in full in the year of acquisition. A full asset register is maintained by the charity.

(i) Debtors

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

(k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(I) Creditors and provisions

Creditors and provisions are recognised where the organisation 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.

(m) Financial instruments

The organisation only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

(n) Pensions

The organisation has no direct employees at the moment. The charity will fulfil all government requirements for work place pension should the situation change.

2. Legal status of the Organisation

The organisation is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. Financial Performance of the charity

The summary financial performance of the charity is:-

	2018 £	2017 £
Incoming resources	35,466	58,554
Expenditure on charitable activities	33,045	45,348 ————
Net incoming resources	2,421	13,206
Total funds brought forward	20,015	6,809
Total funds as at 31st March 2018	£22,436	£20,015
Represented by: Restricted income funds Unrestricted income funds	18,162 4,274 ————	16,208 3,807
	£22,436	£20,015

4. Income from donations

	2018 £	2017 £
NHCT, BCL, Goole & District CT	1,200	•
	£1,200	÷

5. Income from Charitable Activities

	2018 £	2017 £
Operation of community transport Grants	2,166 32,100	58,554
	£34,266	£58,554

6. Investment Income None.

7. Analysis of expenditure on charitable activities

	Management, Administration and Governance	Social Investment Fund	A4A Family Engagement	ERYC	2018 Total Funds	2017 Total Funds
	£	£	£	£	£	£
Consultancy	-	-	-	-	_	10,800
Administrative	550	146	15	-	711	630
Vehicle operating costs	88	-	9,985	_	10,073	1,275
Staff secondment		-	-	20,000	20,000	32,500
•		 	 		,	
	£638	£146	£10,000	£20,000	£30,784	£45,205

8. Analysis of Governance and support costs

	2018 £	2017 £
CTA membership	72	72
Insurance	550	71
Mobility Matters	1,200	-
Professional fees	300	-
Charity Administration	139	· <u>·</u>
,	£2,261	£143
	Caraca a constanta de la	

9. Staff numbers

One staff member was seconded from Goole and District Community Transport to work for East Yorkshire Community Transport. Grant funding has enabled this vital community development work.

10. Related party transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year

11. Government Grants

Income from government grants comprises performance related grants See note 16 for more information and to the amount and source of these grants

12. Corporation taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects

13. Tangible assets

	Year of acquisition £	Purchase price £
Mercedes Plaxton Pronto accessible minibus YN58 FYH Mercedes Plaxton Pronto accessible	2008	57,998
minibus YX10 EDC	2010	65,000
Treka accessible minibus CN60 AKU	2010	64,544
		£187,542
DFT donated Mercedes Sprinter accessible minibus DK17 DFT	2017	50,000

14. Analysis of net assets between funds

	Unrestricted fund £	Restricted fund £	Total £
Tangible fixed assets Bank Account Other net current assets/(liabilities)	2,419 1,855	18,162	20,581 1,855
	£2,419	£18,162	£22,436

15. Analysis of charitable funds

Analysis of movements in unrestricted funds:-

	Balance b/fwd £	Incoming	Outgoing	Transfers	Balance c/fwd
		£	£	£	£
General Funds	3,807	867	400	<u> </u>	4,274
	£3,807	£867	£400	-	£4,274

Name of unrestricted fund Desc

Description, nature and purposes of fund

General Fund

The 'free reserves' after allowing for all designated funds. To be used at the discretion of the trustees in order to continue to deliver its overall charitable objectives.

16. Analysis of charitable fundsAnalysis of movements in restricted funds:-

	Balance b/fwd	Incoming	Outgoing	Balance c/fwd
	£	£	£	£
Social Investment Fund -				
Big Potential	5,808	-	146	5,662
HART –				
Lissett Community Wind Farm Fund	400	-	-	400
Lottery -				
A4A East Yorkshire Family				
Engagement	10,000	•	10,000	-
ERYC total transport	÷	20,000	20,000	-
Lottery – A4A Play & Leisure Scheme	-	10,000	-	10,000
Sir James Reckitt	-	1,700	-	1,700
FP Fin	•	400		400
Donations		1200	1200	
Grant funded project related charges		1299	1299	
				
	£16,208	£34,599	£32,645	£18,162
			the same of the months to the terms	

Name of restricted fund	Description, nature and purpose of the fund			
Social Investment Fund - Big Potential	Big lottery fund. A social investment readiness and business planning fund			
Lottery A4A - East Yorkshire family engagement	To provide transport to engaging social activities for low income families.			
Lottery A4A - Play and Leisure Scheme	To provide transport for low income families.			
ERYC – Total Transport Fund	For the provision of county-wide development work to deliver more integrated and inclusive CT provision, including the development of a model for integrating CT provision and health enabling activities.			
HART – Lissett Community Wind Farm Fund	To provide facilitation of ongoing work to identify isolated and /or vulnerable young people and supply appropriate provision.			
Sir James Reckitt	To provide community transport			
FP Fin	To provide community transport			