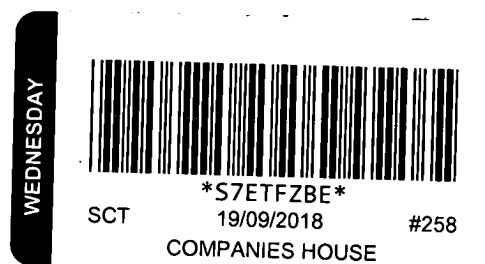


COMPANY REGISTRATION NUMBER: SC359885

CHARITY REGISTRATION NUMBER: SC040551

**South West Community Transport
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2018**



CLARK ANDREWS LIMITED

Chartered Accountants
4 Eaglesham Road
Clarkston
Glasgow
G76 7BT

South West Community Transport

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2018

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South West Community Transport

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2018

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2018.

Reference and administrative details

Registered charity name	South West Community Transport
Charity registration number	SC040551
Company registration number	SC359885
Principal office and registered office	Unit 12 Museum Business Park 140 Woodhead Road Glasgow G53 7NN

The trustees

A. Strachan	(Resigned 26 June 2018)
C Arbuckle	
M McIntyre	
J Honan	
M Urie	(Resigned 30 November 2017)

Accountants	Clark Andrews Limited Chartered Accountants 4 Eaglesham Road Clarkston Glasgow G76 7BT
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Structure, governance and management

Governing Documents

The Company is a Registered Company Limited by guarantee, incorporated on 19 May 2009 and is a registered Scottish Charity Number SC040551. The Company was formed under a Memorandum of Association which established its objects and powers and is governed under its Articles of Association.

Recruitment and Appointment of Trustees

The trustees shall be elected by the members at the AGM. The maximum and minimum number of directors shall be ten and three respectively.

South West Community Transport

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2018

Objectives and activities

Our purpose is to relieve those in need by reason of age, ill health, disability, financial hardship or other disadvantage amongst residents of the South West/East/North West areas of Glasgow and environs, particularly those most disadvantaged, by:

- Providing low cost, affordable accessible transport for the use and benefit of the residents of these areas;-
- develop training programmes which will enhance employment prospects for residents in these areas;-
- provide increased access for local residents to training, learning opportunities, information and advice;-
- providing and promoting training for volunteers and employees.

We also continue to be part of the integrated transport structure within Glasgow and beyond, providing affordable transport to the communities within the South, South East and North West areas of Glasgow.

Achievements and performance

2017/18 was a difficult year for South West Community Transport. The Manager, Margaret Urie, who had worked so hard to build up the organisation from nothing over many years retired in April 2017. A new Manager, Kirsty Cameron, took over the role and worked hard to understand the complexities of running the organisation and to learn about the community transport sector.

During the year, there were difficulties in replacing minibus drivers who left the organisation and one driver was off due to long term sickness. This resulted in SWCT not being able to provide as many minibus hires as we would have liked.

There was also no additional funding secured for the running costs of the Volunteer Car Scheme for this financial year.

The cost of diesel has been rising, and with an ageing fleet, the cost of repairs to the minibuses increased in 2017/18.

This all resulted in a drop in income and an increase in expenditure for the organisation and has created a deficit for the year 2017/18 of £25,328. The Board of SWCT are aware, however, that £16,208 of this deficit is due to depreciation.

Despite the challenges of 2017/18, through our minibus hire, SWCT transported 10,851 passengers who were elderly, people with disabilities, youths, people with additional support needs, toddler groups, school groups, and nursery groups over a total of 31,544 miles.

Funding from the Voluntary Action Fund's Third Sector Transformation Fund for our Hoppa Shoppa service allowed 336 passengers to participate in activities to reduce social isolation and loneliness and its negative effects, covering 2,275 miles.

Our Volunteer Car Scheme assisted patients with mobility needs to attend 353 appointments, taking referrals from 74 medical practices and hospitals across the South of Glasgow, and parts of the North of the city.

Funding from the Integrated Grants Fund and Strathclyde Partnership for Transport (SPT) was received which assisted with the running costs for the organisation and the vehicles.

South West Community Transport

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2018

Financial review

The financial position of the Company is reflected in the financial statements.

Reserves Policy

The Board is satisfied that the level of reserves held is sufficient to meet all anticipated liabilities.

Trustees remuneration and expenses

M Urie, a trustee of the charity was paid a salary for her services to the charity. M Urie resigned as a trustee on 30 November 2017.

Plans for future periods

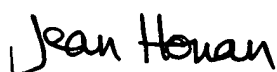
South West Community Transport now has a balanced number of minibus drivers and will look to expand our minibus hire service. We will also apply for additional funding to meet the gap in operating costs of the Volunteer Car Scheme, with a view to continuing to provide this much needed service, as well as the Hoppa Shoppa service.

We will also continue to recruit volunteers to assist us in providing safe, affordable, reliable transport to those in most need.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 31 AUG 2018 and signed on behalf of the board of trustees by:



J Honan
Trustee

South West Community Transport

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of South West Community Transport

Year ended 31 March 2018

I report to the trustees on my examination of the financial statements of South West Community Transport ('the charity') for the year ended 31 March 2018.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

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 the charity's accounts carried out under section 44(1)(c) of the 2005 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Independent examiner's statement

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of ICAS 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 charity as required by section 386 of the 2006 Act, section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records or with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
3. the financial statements 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 financial statements 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).

South West Community Transport

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of South West Community Transport *(continued)*

Year ended 31 March 2018

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 G. Andrews F.C.I.E. 31/3/18

Robert G Andrews F.C.I.E.

4 Eaglesham Road
Clarkston
Glasgow
G76 7BT

South West Community Transport

Company Limited by Guarantee

Statement of Financial Activities (Including Income and Expenditure Account)

31 March 2018

		Unrestricted funds	2018 Restricted funds	Total funds	2017 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	5	84,964	54,720	139,684	165,397
Total income		<u>84,964</u>	<u>54,720</u>	<u>139,684</u>	<u>165,397</u>
Expenditure					
Expenditure on charitable activities	6,7	99,058	65,954	165,012	160,239
Total expenditure		<u>99,058</u>	<u>65,954</u>	<u>165,012</u>	<u>160,239</u>
Net (expenditure)/income and net movement in funds		<u>(14,094)</u>	<u>(11,234)</u>	<u>(25,328)</u>	<u>5,158</u>
Reconciliation of funds					
Total funds brought forward		124,242	14,066	138,308	133,150
Total funds carried forward		<u>110,148</u>	<u>2,832</u>	<u>112,980</u>	<u>138,308</u>

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

The notes on pages 9 to 16 form part of these financial statements.

South West Community Transport

Company Limited by Guarantee

Statement of Financial Position

31 March 2018

		2018	2017
		£	£
Fixed assets			
Tangible fixed assets	12	17,895	34,524
Current assets			
Debtors	13	8,394	7,617
Cash at bank and in hand		94,700	97,867
		<u>103,094</u>	<u>105,484</u>
Creditors: amounts falling due within one year	14	<u>8,009</u>	<u>1,700</u>
Net current assets		<u>95,085</u>	<u>103,784</u>
Total assets less current liabilities		<u>112,980</u>	<u>138,308</u>
Net assets		<u>112,980</u>	<u>138,308</u>
Funds of the charity			
Restricted funds		2,832	14,066
Unrestricted funds		<u>110,148</u>	<u>124,242</u>
Total charity funds	16	<u>112,980</u>	<u>138,308</u>

For the year ending 31 March 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position
continues on the following page.

The notes on pages 9 to 16 form part of these financial statements.

South West Community Transport

Company Limited by Guarantee

Statement of Financial Position *(continued)*

31 March 2018

These financial statements were approved by the board of trustees and authorised for issue on 31-08-18, and are signed on behalf of the board by:



C Arbuckle
Trustee

The notes on pages 9 to 16 form part of these financial statements.

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2018

1. General information

The charity is a private company limited by guarantee, registered in Scotland and a registered charity in Scotland. The address of the registered office is Unit 12, Museum Business Park, 140 Woodhead Road, Glasgow, G53 7NN.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities and Trustee Investment (Scotland) Act 2005 and the Charity Accounts (Scotland) Regulations 2006 (as amended).

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions.

(a) No cash flow statement has been presented for the company.

(b) Disclosures in respect of financial instruments have not been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

3. Accounting policies *(continued)*

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.

Resources expended

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:

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent examiners fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource.

Tangible assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its residual value, over the useful economic life of that asset as follows:

Motor Vehicles - Restricted	-	25% straight line
Equipment	-	15% reducing balance
Motor Vehicle Unrestricted		25% reducing balance

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided.

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

4. Limited by guarantee

South West Community Transport is a company limited by guarantee, not having a share capital.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Donations			
Affiliations	1,320	—	1,320
Mini bus hire and mileage	45,262	—	45,262
Training	100	—	100
Miscellaneous	5,000	—	5,000
Classes	9,505	—	9,505
Hoppa	1,778	—	1,778
Membership fees	130	—	130
Fundraising	—	—	—
Management fees from restricted funds	2,000	—	2,000
Derek McDowall Trust	—	—	—
Mrs McBrayne Donation	—	—	—
Legacies			
Mini bus hire and mileage	3,684	—	3,684
Grants			
DRT	11,550	—	11,550
Car Scheme	—	610	610
VAF - Transition Fund	—	10,000	10,000
Scottish Government - BSOG	4,635	—	4,635
SPT	—	26,310	26,310
Integrated Grants Fund	—	16,800	16,800
NHS	—	1,000	1,000
	<u>84,964</u>	<u>54,720</u>	<u>139,684</u>

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Donations			
Affiliations	870	–	870
Mini bus hire and mileage	60,012	–	60,012
Training	200	–	200
Miscellaneous	366	–	366
Classes	11,115	–	11,115
Hoppa	1,915	–	1,915
Membership fees	223	–	223
Fundraising	649	–	649
Management fees from restricted funds	2,800	–	2,800
Derek McDowall Trust	500	–	500
Mrs McBrayne Donation	11,086	–	11,086
Legacies			
Mini bus hire and mileage	–	–	–
Grants			
DRT	6,600	–	6,600
Car Scheme	–	8,500	8,500
VAF - Transition Fund	–	10,000	10,000
Scottish Government - BSOG	7,451	–	7,451
SPT	–	26,310	26,310
Integrated Grants Fund	–	16,800	16,800
NHS	–	–	–
	<u>103,787</u>	<u>61,610</u>	<u>165,397</u>

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Provision of Community Transport	98,307	65,504	163,810
Support costs	751	450	1,202
	<u>99,058</u>	<u>65,954</u>	<u>165,012</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Provision of Community Transport	85,431	73,633	159,066
Support costs	1,175	–	1,175
	<u>86,606</u>	<u>73,633</u>	<u>160,239</u>

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

7. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2018	Total fund 2017
	£	£	£	£
Provision of Community Transport	163,810	–	163,810	159,066
Governance costs	–	1,202	1,202	1,173
	<u>163,810</u>	<u>1,202</u>	<u>165,012</u>	<u>160,239</u>

8. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2018	2017
	£	£
Depreciation of tangible fixed assets	<u>16,208</u>	<u>17,973</u>

9. Independent examination fees

	2018	2017
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,202</u>	<u>1,173</u>

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018	2017
	£	£
Wages and salaries	88,165	81,902
Social security costs	5,190	4,961
Employer contributions to pension plans	1,458	–
	<u>94,813</u>	<u>86,863</u>

The average head count of employees during the year was 7 (2017: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2018	2017
	No.	No.
Number of other staff	<u>4</u>	<u>4</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

11. Trustee remuneration and expenses

M Urie, a trustee of the charity received a salary amounting to £2,313 (2017 - £26,932) during the year.

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

12. Tangible fixed assets

	Motor vehicles £	Equipment £	Total £
Cost			
At 1 April 2017	92,091	3,633	95,724
Disposals	(1,000)	–	(1,000)
At 31 March 2018	91,091	3,633	94,724
Depreciation			
At 1 April 2017	59,136	2,064	61,200
Charge for the year	15,973	235	16,208
Disposals	(579)	–	(579)
At 31 March 2018	74,530	2,299	76,829
Carrying amount			
At 31 March 2018	16,561	1,334	17,895
At 31 March 2017	32,955	1,569	34,524

13. Debtors

	2018 £	2017 £
Trade debtors	6,964	5,972
Other debtors	1,430	1,645
	8,394	7,617

14. Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	4,178	–
Social security and other taxes	2,531	–
Other creditors	1,300	1,700
	8,009	1,700

15. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,458 (2017: £Nil).

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

16. Analysis of charitable funds

Unrestricted funds

	At 1 April 2017 £	Income £	Expenditure £	At 31 March 2018 £
South West Community Transport	<u>124,242</u>	<u>84,964</u>	<u>(99,058)</u>	<u>110,148</u>

Restricted funds

	At 1 April 2017 £	Income £	Expenditure £	At 31 March 2018 £
Volunteer Car Scheme Fund	–	1,610	(1,610)	–
SPT	–	26,310	(26,310)	–
Priesthill Barratt Community Development Trust	4,004	–	(1,172)	2,832
VAF - Transition Fund	–	10,000	(10,000)	–
Integrated Grants Fund	–	16,800	(16,800)	–
Scottish Government	<u>10,062</u>	<u>–</u>	<u>(10,062)</u>	<u>–</u>
	<u>14,066</u>	<u>54,720</u>	<u>(65,954)</u>	<u>2,832</u>

Volunteer Car Scheme Fund represents monies received from the Robertson Trust.

SPT represents monies received for the running costs of the car scheme and minibus hire together with associated running costs.

Priesthill Barratt Community Development Trust represents monies received for a minibus and related insurance/road tax.

VAF Transition Fund represents monies received for a part time driver, vehicle running and fuel costs.

Integrated Grants Fund represents monies received from Glasgow City Council for the car scheme and hoppla shoppa running costs.

The Scottish Government fund related to monies provided by Scottish Government for a new bus.

South West Community Transport

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

17. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Tangible fixed assets	15,552	2,343	17,895	34,524
Current assets	102,605	489	103,094	105,484
Creditors less than 1 year	(8,009)	—	(8,009)	(1,700)
Net assets	<u>110,148</u>	<u>2,832</u>	<u>112,980</u>	<u>138,308</u>

18. Related parties

R Urie, husband of a trustee of the charity received a salary of £6,567 (2017 - £8,407) during the year.

This was done under normal commercial terms.