

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Felixstowe Area Community Transport Ltd

On accounts for the year  
ended

31 March 2017

Charity no  
(if any)

1098025

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees 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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 the 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

Name:

Caroline Lambert

Relevant professional

qualification(s) or body (if any):

Address: 38 Chilton Road  
Chesham  
Bucks, HP5 2AT

**Section B Disclosure**

Only complete if the examiner needs to highlight material problems. (E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

**Give here brief details of any items that the examiner wishes to disclose.**



Felixstowe Area Community Transport Ltd.		Charity No (if any)	1098025
<b>Annual accounts for the period</b>			
Period start date	<b>01/04/2016</b>	To	Period end date 31/03/2017

## Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
<b>Incoming resources (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	8,403	-	-	8,403	2,614
Charitable activities	S02	64,508	-	-	64,508	80,889
Other trading activities	S03	-	-	-	-	-
Investments	S04	219	-	-	219	254
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
<b>Total</b>	S07	<b>73,130</b>	<b>-</b>	<b>-</b>	<b>73,130</b>	<b>83,757</b>
<b>Resources expended (Note 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	86,616	-	-	86,616	85,070
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
<b>Total</b>	S12	<b>86,616</b>	<b>-</b>	<b>-</b>	<b>86,616</b>	<b>85,070</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>						
	S13	- 13,486	-	-	- 13,486	- 1,313
Net gains/(losses) on investments	S14	-	-	-	-	-
<b>Net income/(expenditure)</b>	S15	<b>- 13,486</b>	<b>-</b>	<b>-</b>	<b>- 13,486</b>	<b>- 1,313</b>
<b>Extraordinary items</b>	S16	-	-	-	-	-
<b>Transfers between funds</b>	S17	-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
<b>Net movement in funds</b>	S20	<b>- 13,486</b>	<b>-</b>	<b>-</b>	<b>- 13,486</b>	<b>- 1,313</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward	S21	109,475	-	-	109,475	110,788
<b>Total funds carried forward</b>	S22	<b>95,989</b>	<b>-</b>	<b>-</b>	<b>95,989</b>	<b>109,475</b>



## Trustees' Annual Report for the period

From **01/04/2016** To **31/03/2017**

Charity name: **Felixstowe Area Community Transport Ltd, Known as FACTS**

Charity registration number: **1098025**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The company is structured to provide various transport services for the benefit of those in Felixstowe and the greater Felixstowe peninsular that are in need of such services because of age, sickness, disability, poverty or because of the lack of adequate public services.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing Connecting Communities service, Community Car Service, Group Hire and Group Contract Services.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Charity does not make any grants
Policy on social investment including program related investment	Para 1.38	The Charity does not make any social investment or program related investment
Contribution made by volunteers	Para 1.38	The performance of the Charity is wholly dependent on our volunteers and part time staff and the Trustees would like to formally recognise the time and effort that all of the Facts community give so generously.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The charity has managed to maintain a good service, in spite of the fact that it has had a difficult year financially, turning in a loss, partly due to the withdrawal of local authority grants.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The accounts show that we have adequate capital reserves to cover the replacement of our fixed assets. They have been independently examined in accordance with current company and charity legislation.
Amount of reserves held	Para 1.22	Reserves totally £95,989 (2016: £109,475) are held at the year end.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	In the opinion of the Trustees there are no going concern uncertainties.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Operates under the terms of its memorandum and articles of association and in accordance with the requirements of the charity commission.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Company, limited by guarantee.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed in accordance with company articles.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Felixstowe Area Community Transport Ltd
Other name the charity uses	FACTS
Registered charity number	1098025
Charity's principal address	The Portakabin Garrison Lane Car Park FELIXSTOWE Suffolk IP11 7SH

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Mr. Keith Sale	Director		
2	Mr. Michael Osborne	Director		
3	Mrs. Caroline Hazell	Director		
4	Mr. David Lambert	Treasurer/ Company Secretary		
5	Mr Robert Knights	Company Secretary	1/4/2016 - 22/9/2016	
6	Mr Robert Nice	Director		
7	Mr. Kim Balshaw	Chairman		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	No such funds held.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------


#### Name of chief executive or names of senior staff members (Optional information)

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

### Other optional information

--

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	David Lambert	Keith Sale
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	11 t September 2017	