



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/04/2019** To **31/03/2020**  
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. The services are available to anyone of any age with a physical, cognitive or sensory impairment which limits or restricts access to public transport
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 full 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, The final result is one of break - even which is the a respectable result, considering it is a not for profit charity organisation. We are always heavily dependent on the generous donations and funds raised locally, as well as one off grants such as those received by Felixstowe Town Council and the Suffolk Community Fund.

### 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, namely vehicles. They have been independently examined in accordance with current company and charity legislation.
Amount of reserves held	Para 1.22	Reserves totally £90,702 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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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 Nice	Director		
6	Mr. Chris Versey	Director/ Chairman		
7	Mr. Simon Jennings	Director		
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

The Covid 19 lockdown occurred just two weeks before the year end, thus having little impact on the financial year in question. We have had virtually no clients since and it is uncertain now much longer these circumstances will remain. However, we are lucky enough to have reserves and the contract we have with the local council is currently being honoured. Also we have taken advantage of the government furlough scheme.

We have not been idle however, our vehicles have been employed in delivering prescriptions and food parcels to those unable to get out. Although this service was provided free we have been supported by grants from local councils and also a lottery emergency grant. The local community has given an exceptionally generous response to our fund raising. The service that we have provided has also boosted our local profile, greatly.

As a result, the trustees are confident we can overcome this crisis, although we accept next year's results will reflect very differently from this year.

## 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	Christopher Versey
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Chairman
<b>Date</b>	10th October 2020	



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Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	David Lambert	Christopher Versey
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Chairman
<b>Date</b>	10th October 2020	



Section A

Independent Examiner's Report

Report to the  
trustees/directors/  
members of

Charity Name

**Felixstowe Area Community Transport Ltd, Known as FACTS**

On accounts for the year  
ended

**31 March 2020**

Set out on pages

Charity no.:

**1098025**

Company no.:

**04710761**

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
  - the accounts do not accord with such records; or
  - the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Signed: 

Date: 29.9.2020

Name: Caroline Lambert

Address: 38 Chilton Road  
Chesham  
Bucks, HP5 2AT