

Company registration no: 05767006

Charity no: 1114100

# **Preston Community Transport Limited**

**(A registered charity and  
company limited by guarantee)**

**Report and Financial Statements**

**For The Year Ended  
31 March 2023**

WEDNESDAY



\*ACIS5CEH\*

A32

20/12/2023

#138

COMPANIES HOUSE

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **CONTENTS**

---

	<b>Page</b>
Board of Trustees' Report	1
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9

---

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

---

### **Constitution**

Preston Community Transport Limited is a company limited by guarantee registered in England and Wales (number 5767006) and a registered charity (number 1114100) and is governed by its Memorandum and Articles of Association approved on 14 February 2006.

### **Directors and trustees**

The directors of the charitable company are also its trustees for the purposes of charity law, and throughout are collectively referred to as "the board of trustees". All the trustees stand down each year and are eligible for re-election at the Annual General Meeting. None of the trustees received any remuneration for their services. The trustees during the year were:

Mr. PTJ Bell	
Mr. J Taylor	(Chair)
Cllr. D Borrow	
Cllr. Mrs. P Brown	
Mr. N Collison	
Mr. A Fairey	
Cllr. Mrs. KJ Walton	
Mr P S Whitehead	(Appointed 20 August 2023)

### **Company Secretary**

Mr. A G Fairey

### **General Manager**

Mr. D Meggison

### **Registered office**

Preston Mobility Centre, 28 Friargate, Preston, PR1 2AU

### **Examiner**

Nicola Mason FCA DChA, MHA Moore and Smalley, Richard House, Winckley Square, Preston, PR1 3HP

### **Bankers**

CAF Bank

### **Solicitors**

Napthens, 7 Winckley Square, Preston, Lancashire PR1 3JD

### **VAT registration number**

483270638

---

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **BOARD OF TRUSTEES' REPORT FOR 2022/23**

---

The trustees of Preston Community Transport Limited, who are also the directors for the purposes of the Companies Act, present their annual report and the financial statements for the year ended 31 March 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 (effective October 2019).

### **Objects of the company**

From the Memorandum of Association "The object of the company is to provide community transport services for such of the inhabitants of Preston and other areas of Lancashire who are in need of such service because of age, sickness or disability (mental or physical) or poverty, or because of a lack of availability of adequate and safe public passenger services."

### **Structure, governance and management**

As required by the Memorandum and Articles of Association, overall responsibility for the company's activities is vested in the directors serving as the company's board of trustees. Trustees have individual experience and expertise as service users as well as specialist professional skills. Trustee induction training is provided by the chair, general manager and company secretary. Trustees are encouraged to participate in training and events relevant to the company's activities. During the year the members acted as the directors and also the trustees of the company.

The board of trustees shall comprise not less than three persons. Trustees are elected individually at the Annual General Meeting by individual members of the company or persons nominated by organisations which are members. Trustees hold office until the next Annual General Meeting when they are eligible for re-election. The board of trustees may co-opt not more than two other persons, whether or not members of the company, to serve as full voting members of the board.

The main board of trustees meets quarterly and a subcommittee dealing with strategy and planning, finance, fundraising, personnel, health and safety meets in the meantime and reports to the main board.

In practice the board employs staff and deploys volunteers to provide a range of services. Overall responsibility for policy implementation, service delivery and development and day to day operations is delegated to the general manager, subcommittee chairmen and operations staff based at the Mobility Centre.

The Company's vehicles are garaged at The Store Room, Marsh Lane, Preston.

### **Summary of aims and achievements**

Preston Community Transport (Preston CT) is a small, community led, local charity providing affordable transport and related services primarily for people with restricted mobility with the aim of alleviating social, economic, rural and cultural isolation and supporting the transport needs of other local voluntary organisations.

Preston CT was established in August 1988 and has operated continuously since then. Initially as an Industrial and Provident Society, then converting to a company limited by guarantee and a registered charity on 31 March 2006.

Preston CT's minibuses are currently operated under Section 19 of the Transport Act 1985 with services being provided to members of the Dial A Ride schemes or persons who fall within the statutory definitions. Preston CT continues to hold a National Standard PSV Operators (or "O") licence, although not currently running any PSV services in order to have flexibility for future service provision.

Community Transport services are provided by Preston Community Transport one of five members of Lancashire Community Transport - with funding from Lancashire County Council. We continue to provide Shopmobility in Preston City Centre which no longer benefits from funding, we aim to continue to do so unless costs significantly outweigh income.

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **BOARD OF TRUSTEES' REPORT FOR 2022/23(CONTINUED)**

---

Preston CT largely relies on contract funding from Lancashire County Council and financial support from South Ribble Borough Council to meet expenditure, supplemented by income generated from fares and user contributions. The pandemic interrupted a gradual shift towards the percentage earned from other sources but as demand recovers we will aim to continue to increase the number of passengers and therefore their contribution.

### **Overview**

This year has seen a gradual recovery in passenger numbers after the impact of the pandemic and its lockdowns. In terms of passenger numbers we are faced with two conflicting issues. There is an understandable continuing reluctance of the more vulnerable individuals, who form a majority of our passengers, to resume their previous travel/social behaviours. However, on the positive side it is being increasingly recognised within 'official' circles that loneliness is a major issue and that access to transport for the most disadvantaged is a major issue. As an organisation we are well-placed to ensure that individuals are able to resume a full life following the pandemic and to continue to provide the vital links from home to social activities/medical appointments/shopping etc..

The NHS in its many forms has increasingly recognised the vital role of Community Transport in providing the links to improve individual's well-being through providing wider access to social activities. 2023/24 has seen Preston Community Transport's active involvement in a couple of schemes funded by the NHS, as well as continuing our active support for the development of South Ribble Council's Social Isolation network.

At the moment, with continuing funding support from Lancashire County Council and project funds from the NHS, in the short-term our funding position seems relatively healthy, and the increase in passenger income as our services recover will improve this situation. However, we are concerned that the Government under-funding of both council and NHS activities remain a longer-term threat.

### **Resources**

Staff/Volunteers – our team continues to be our major asset and has risen to the many challenges which face them. Recruiting new volunteer drivers continues to be an issue, as does the recruitment of Trustees.

Vehicles – as noted above, we are beginning to embark on a vehicle replacement programme. A key issue is the long-term objective to move towards Electric Vehicles, however, at the moment both they and their supporting infrastructure are prohibitively expensive, so that in the short-term at least we are constrained to continue replacement with hydrocarbon fuelled vehicles.

Services – we provide a variety of transport services, their individual demand has varied over the last few years. Recently, demand for our Community Cars service has grown considerably quicker than the recovery in demand for places on our Dial a Ride minibus services.

### **Key management personnel and remuneration.**

The charity applies salaries commensurate with duties and are consistent with local benchmarking. Salaries are reviewed annually by the Board of Trustees with the minimum in line with the Real Living Wage. The Charity considers its key personnel to be the General Manager and the Community Cars Co-ordinator

### **Post year-end events**

As identified above, additional funding from the NHS has been obtained to support two projects – this will require careful deployment of resources. Bringing our newly-acquired replacement vehicle will maintain a high standard of comfort for our passengers but will increase our depreciation charge for 2023/24.

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **BOARD OF TRUSTEES' REPORT FOR 2022/23 (CONTINUED)**

---

### **Acknowledgements**

We continue to be grateful for valuable support from local councils, the NHS and the invaluable support of our volunteers, as well as our growing involvement with local communities.

### **Forward Plans**

A thorough review of existing and projected services is a high priority, coupled with a comprehensive review of our fleet and replacement options

### **Reserves Policy**

We continue to maintain uncommitted reserves which continue to provide for :-

The maintenance of at least 3 month's operating costs to allow the restructuring of the business in the event of loss of funding.

Funding for replacement of vehicles – although the move to electric vehicles would at the moment need further financial support.

### **Risk Management**

The board discharges its responsibility for risk management by identifying key risks and reviewing and approving operational and organisational policies including :-

- Corporate, business and financial risk
- Health and safety policy and practice
- Protection of vulnerable people
- Personnel policies
- Customer care policies
- Vehicle and driving management policies

These issues are amongst the topics reviewed by the Operational sub-committee.

### **Investment Policy**

The Company does not directly invest in anything other than Bank Accounts and feel that this is appropriate for this organisation.

### **Public Benefit**

Preston CT's aims are described on Page 1 at 'Objects of the Company'. Its operations aim to benefit the community by relieving social, economic, cultural and rural isolation for members of the public with restricted mobility or lack of transport facilities. As such our operations touch on the Charities Act description of charitable purposes – 'community development', 'human rights' and 'equality and diversity' and fits description J 'relief of those in need by reason of youth, age, ill-health, disability, financial hardship, or other disadvantage. Membership of our schemes is fully open to members of the public and Dial a Ride services are required to be provided to eligible members of the public under the Transport Act. Any user charges are kept as low as possible and are reviewed regularly. Within our Objects, access to our services is unrestricted within our geographic area of operation, within the limits of our operational capacity or unless safety would be jeopardised. We aim to minimise environmental detriment through our supply chain and by always seeking to optimise vehicle occupancy.

### **Financial Performance**

A marginal positive out-turn has been achieved through a combination of continued council funding from Lancashire and South Ribble, gradually increasing directly earned revenues and careful financial controls, and total funds held at 31 March 2023 were £476,703 (2022 £474,707), which is all held as unrestricted funds, although £353,040 is held for vehicle replacement. Excluding tangible fixed assets, total funds are £419,423 (2022 £449,451). After depreciation the charity generated a surplus of £1,996 (2022 £27,060).

# PRESTON COMMUNITY TRANSPORT LIMITED

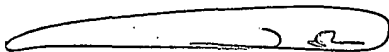
## BOARD OF TRUSTEES' REPORT FOR 2022/23 (CONTINUED)

---

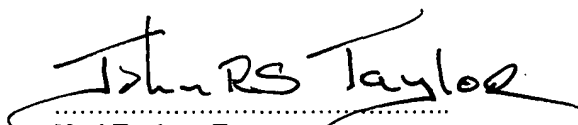
### Small company provisions

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

This report was approved by the board of trustees and authorised for issue on 6/12/23 and signed on its behalf by:



Mr P T J Bell - Trustee



Mr J Taylor - Trustee

**PRESTON COMMUNITY TRANSPORT LIMITED**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2023**

---

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 7 to 17.

**Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

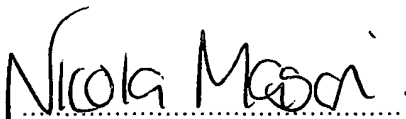
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

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 that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts 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
- the accounts 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).

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.



**Nicola Mason FCA DChA**  
**MHA Moore and Smalley**  
**Chartered Accountants**  
**Preston**

Date: 18/12/23



**PRESTON COMMUNITY TRANSPORT LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)**

**FOR THE YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<b>Income from:</b>					
<i><b>Donations:</b></i>					
Other donations		3,496	-	3,496	7,919
<i><b>Charitable activities</b></i>	<b>2</b>	<b>208,841</b>	<b>-</b>	<b>208,841</b>	<b>199,841</b>
<i><b>Investments</b></i>		<b>2,142</b>	<b>-</b>	<b>2,142</b>	<b>7</b>
<b>Total income</b>		<b>214,479</b>	<b>-</b>	<b>214,479</b>	<b>207,767</b>
<b>Expenditure on:</b>					
Charitable activities	<b>3</b>	<b>212,483</b>	<b>-</b>	<b>212,483</b>	<b>180,707</b>
<b>Total expenditure</b>		<b>212,483</b>	<b>-</b>	<b>212,483</b>	<b>180,707</b>
<b>Net income/(expenditure)</b>	<b>6</b>	<b>1,996</b>	<b>-</b>	<b>1,996</b>	<b>27,060</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>1,996</b>	<b>-</b>	<b>1,996</b>	<b>27,060</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		474,707	-	474,707	447,647
<b>Total funds carried forward</b>		<b>476,703</b>	<b>-</b>	<b>476,703</b>	<b>474,707</b>

All the above results are derived from activities which are continuing.

All gains and losses in the period are included above.

**PRESTON COMMUNITY TRANSPORT LIMITED****BALANCE SHEET****AS AT 31 MARCH 2023**

	Note	£	2023 £	£	2022 £
<b>Fixed assets</b>					
Tangible assets	10		57,280		25,256
<b>Current assets</b>					
Debtors	11	34,326		24,020	
Cash at bank and in hand		<u>471,777</u>		<u>456,940</u>	
		506,103		480,960	
<b>Creditors: amounts falling due within one year</b>	12	<u>(86,680)</u>		<u>(31,509)</u>	
<b>Net current assets</b>			<u>419,423</u>		<u>449,451</u>
<b>Net assets</b>			<u>476,703</u>		<u>474,707</u>
<b>Reserves</b>	13				
Unrestricted general funds			62,663		60,667
Unrestricted designated funds			414,040		414,040
Restricted funds			-		-
			<u>476,703</u>		<u>474,707</u>

For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

These financial statements were approved by the trustees on 6/12/23 and were signed on their behalf by:

  
Mr P T J Bell - Trustee  
Mr J Taylor - Trustee

Company Number: 05767006

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

---

### **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:

#### **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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Preston Community Transport Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). The financial statements are presented in sterling which is the functional current of the company and rounded to the nearest £.

#### **Going concern**

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **Company status**

The charity is a company limited by guarantee. The trustees are drawn from the members of the company and volunteer members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per trustee of the charity.

#### **Fund accounting**

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

---

### **1 Accounting policies (continued)**

#### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

#### **Expenditure**

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.

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

All costs of running the vehicles are charged to direct charitable expenditure.

Support costs are those resources expended in relation to the running of the charity and that are not directly attributable to the charitable activities that are undertaken.

Governance costs include those costs incurred in the governance of the charity's assets and are associated with constitutional and statutory requirements.

Any expenditure for a future period is prepaid in the accounts until that period. Resources expended do not include VAT that can be reclaimed.

#### **Investments and investment income**

The company has no direct investments other than cash at bank. Interest is earned on surplus cash balances.

#### **Tangible fixed assets and depreciation**

All fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Scooters and wheelchairs	-	over 7 years
Motor vehicles	-	33% reducing balance
Computer equipment	-	over 3 years
Other equipment	-	over 10 years

#### **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.

#### **Creditors**

Creditors are recognised where the charity 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 are normally recognised at their settlement amount after allowing for any trade discounts due.

# **PRESTON COMMUNITY TRANSPORT LIMITED**

## **NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

---

### **1 Accounting policies (continued)**

#### **Financial instruments**

The charity 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.

#### **Operating leases**

Rentals applicable to operating leases are charged to the SOFA on a straight line basis over the term of the lease.

#### **Taxation**

The company is a registered charity and is not liable to taxation on its charitable activities.

#### **Pension contributions**

The company's employees are entitled to join the NEST pension scheme. The accounts of the scheme are held separately from those of the charity. Contributions payable are charged in the Statement of Financial Activities.

#### **Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe that there are any estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

**PRESTON COMMUNITY TRANSPORT LIMITED****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2023****2 Income from charitable activities**

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
LCT contract income	110,892	-	110,892	110,891
Bus Service Operators Grant	5,123	-	5,123	5,124
Group transport income	28,592	-	28,592	10,830
Dial A Ride fares	21,446	-	21,446	23,571
Shopmobility hire charges	9,544	-	9,544	8,570
Lancashire Ranger	12,274	-	12,274	8,753
South Ribble Council grant	15,000	-	15,000	15,000
Driver training income	1,609	-	1,609	5,505
Section 106 income	-	-	-	10,000
Miscellaneous income	4,361	-	4,361	1,597
	<b>208,841</b>	<b>-</b>	<b>208,841</b>	<b>199,841</b>

Specific Dial A Ride and Community Cars income from Lancashire County Council ended in March 2015. Preston CT joined with other CT operators to build an informal consortium (Lancashire Community Transport) and mount a joint bid for the new LCC contract. This LCT contract income therefore replaced the previous income streams.

The total income of £199,841 in the previous year comprised all unrestricted income.

**3 Expenditure on charitable activities**

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
<b>Transport and related services</b>				
Vehicle running expenses	44,868	-	44,868	26,912
W/C and S/C purchases and spares	1,644	-	1,644	1,994
Depreciation	8,970	-	8,970	10,882
Volunteer expenses	533	-	533	276
Staff expenses	-	-	-	4
Staff salaries and wages	83,080	-	83,080	73,517
Storage costs	9,552	-	9,552	7,479
Support costs (note 4)	61,871	-	61,871	57,603
Governance costs (note 5)	1,965	-	1,965	2,040
	<b>212,483</b>	<b>-</b>	<b>212,483</b>	<b>180,707</b>

The above expenditure relates to the one charitable activity: the provision of community transport services.

The total expenditure of £180,707 in the previous year was all unrestricted expenditure.

**PRESTON COMMUNITY TRANSPORT LIMITED****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2023****4 Support costs**

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Staff salaries and wages	39,179	-	39,179	32,207
Rates	451	-	451	573
Insurance	1,507	-	1,507	1,179
Light and heat	3,927	-	3,927	3,893
Other office costs	16,253	-	16,253	17,667
Depreciation	-	-	-	1,659
Bank charges	554	-	554	425
	<b>61,871</b>	<b>-</b>	<b>61,871</b>	<b>57,603</b>

Support costs include administration, management and strategic development time.

**5 Governance costs**

	2023 £	2022 £
Statutory accounts and independent examination	1,645	1,400
Other accountancy services	320	640
	<b>1,965</b>	<b>2,040</b>

**6 Net income/(expenditure) for the year**

	2023 £	2022 £
This is stated after charging:		
Depreciation of tangible fixed assets – owned by the charity	8,970	12,542
Independent examination fees	1,645	1,250
Other accountancy services	320	575

# PRESTON COMMUNITY TRANSPORT LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 7 Staff costs

	2023 £	2022 £
Wages and salaries	110,793	99,641
Social security	9,093	3,866
Pension costs	2,373	2,217
	<u>122,259</u>	<u>105,724</u>

No employees were paid at the rate of over £60,000 per annum in the current or previous year.

The key management personnel of the charity comprise the trustees, the General Manager, and the Operations Co-ordinator. The total employee benefits of the key management personnel of the charity, including National Insurance and pension contributions, were £64,851 (2022: £60,952).

The trustees and connected persons were not paid or received any other benefits from employment with the charity in the year (2022: £nil) neither were they reimbursed expenses during the year (2022: £nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

### 8 Staff numbers

The average monthly head count was 7 staff (2022: 5 staff) and the average monthly number of full-time equivalent employees during the year was as follows:

	2023	2022
Management	1	1
Service delivery	<u>6</u>	<u>4</u>
	<u>7</u>	<u>5</u>

### 9 Related party transactions

The charity is controlled by the Board of Trustees.

One of the Trustees of Preston Community Transport is also a Trustee of INTACT. During the year sales invoices totalling £nil (2022: £nil) were raised to INTACT. Included within trade debtors at the year-end was £nil (2022: £nil) recoverable from INTACT.

There were no other transactions with related parties in the current or previous year.



**PRESTON COMMUNITY TRANSPORT LIMITED**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

**10 Tangible fixed assets**

	<b>Scooters &amp; wheelchairs</b>	<b>Minibuses and vehicles</b>	<b>Computer Equipment</b>	<b>Other Equipment</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2022	23,905	249,277	5,370	20,098	298,650
Additions	-	40,995	-	-	40,995
Disposals	-	-	-	-	-
<b>At 31 March 2023</b>	<b>23,906</b>	<b>290,272</b>	<b>5,370</b>	<b>20,098</b>	<b>339,645</b>
<b>Depreciation</b>					
As at 1 April 2022	19,702	230,549	4,911	18,233	273,395
Charge for the year	1,659	6,180	419	712	8,970
On disposals	-	-	-	-	-
<b>At 31 March 2023</b>	<b>21,361</b>	<b>236,729</b>	<b>5,330</b>	<b>18,945</b>	<b>282,365</b>
<b>Net book value</b>					
<b>At 31 March 2023</b>	<b>2,545</b>	<b>53,543</b>	<b>40</b>	<b>1153</b>	<b>57,280</b>
At 31 March 2022	4,205	18,728	459	1,864	25,256

**11 Debtors**

	<b>2023 £</b>	<b>2022 £</b>
VAT recoverable	13,947	2,098
Trade debtors	8,255	10,504
Prepayments	9,836	9,130
Accrued income	2,288	2,288
	<b>34,326</b>	<b>24,020</b>

**12 Creditors: Amounts falling due within one year**

	<b>2023 £</b>	<b>2022 £</b>
Trade creditors	63,207	8,165
Accruals and deferred income	22,086	21,957
Other creditors	1,387	1,387
	<b>86,680</b>	<b>31,509</b>

# PRESTON COMMUNITY TRANSPORT LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 13 Movement in funds

	Balance 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance 31 March 2023 £
<b>Unrestricted general Funds</b>	60,667	214,479	(212,483)	-	62,663
<b>Unrestricted designated funds:</b>					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	474,707	214,479	(212,483)	-	476,703
	Balance 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance 31 March 2022 £
<b>Unrestricted general funds</b>	33,607	207,767	(180,707)	-	60,667
<b>Unrestricted designated funds:</b>					
Vehicle and equipment fund	353,040	-	-	-	353,040
Wind up reserve	51,000	-	-	-	51,000
Transport fund	10,000	-	-	-	10,000
	447,647	207,767	(180,707)	-	474,707

### Designated funds

- The vehicle and equipment fund allows for replacements, upgrades or modifications. The trustees have decided to transfer additional amounts to this fund at the year end.
- The wind up reserve will allow for an orderly closure of the organisation in the event of a sudden, total loss of funding, contract income or other circumstances beyond the control of trustees.
- The transport fund will be available for groups and families having difficulties obtaining transport.

# PRESTON COMMUNITY TRANSPORT LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 14 Analysis of net assets between funds

	<b>Tangible fixed assets</b>	<b>Net current assets</b>	<b>Total 2023</b>	<b>Total 2022</b>
<b>Unrestricted general funds</b>	<b>57,280</b>	<b>5,383</b>	<b>62,663</b>	60,667
<b>Unrestricted designated funds:</b>				
Vehicle and equipment replacement fund	-	353,040	353,040	353,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	<b>57,280</b>	<b>419,423</b>	<b>476,703</b>	474,707
<b>Prior year</b>	<b>Tangible fixed assets</b>	<b>Net current assets</b>	<b>Total 2022</b>	<b>Total 2021</b>
<b>Unrestricted general funds</b>	25,256	35,411	60,667	33,607
<b>Unrestricted designated funds:</b>				
Vehicle and equipment replacement fund	-	353,040	353,040	313,040
Wind up reserve	-	51,000	51,000	51,000
Transport fund	-	10,000	10,000	10,000
	25,256	449,451	474,707	447,647

### 15 Defined contribution pension plan

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,373 (2022: £2,217).

### 16 Operating leases

Total future minimum lease payments under non-cancellable operating leases are as follows:

	<b>2023 £</b>	<b>2022 £</b>
Not later than one year	960	960
Later than one and not later than five years	480	1,440
Later than five years	-	-
	<b>1,440</b>	<b>2,400</b>