

**REGISTERED COMPANY NUMBER: 02636217 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1004198**

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2018  
for

BSEVC Limited

BSEVC Limited

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for the Year Ended 31 March 2018

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## BSEVC Limited

### Report of the Trustees for the Year Ended 31 March 2018

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2018 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The Trustees confirm that the Annual Report and financial statements of the company comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS102) (effective 1 January 2015).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

BSEVC's objectives are to promote and undertake charitable activities in Bury St Edmunds and the surrounding area. This surrounding area is defined as Suffolk.

BSEVC implements its charitable objective through community transport, mental health and wellbeing activities.

### **Significant activities**

#### **Supporting Family Carers**

We have seen strong growth in activities and attendances across Suffolk as we continue to deliver and expand our support to people in this field. We have delivered activities and sessions in Ipswich, Felixstowe, Mildenhall, Lakenheath, Lowestoft and Stowmarket. We also connected with a Family carer group in Halesworth who lost their funding and we have arranged with them to provide support to help maintain and grow this group in the coming year

In response to feedback and suggestions from family carers we have run the following activities and sessions;

- Sewing machine classes
- Creative Writing
- Art workshops
- Speakers from other professionals and organisations
- Reflexology
- Easter and Xmas Craft markets with stands run by Family carers
- A day for two down on the farm - Sunset Barn Care Farm quarterly event

Attendances at activities and sessions have ranged from 3 - 20 dependant on activity, time and location. We have connected with 145 family carers and people living with mental health difficulties during this year and our Facebook groups continue to grow with over 80 users using the group to connect with each and to offer peer support, advice and friendship.

#### **Supporting those with Mental Health difficulties**

We delivered art workshops in Bury St Edmunds and following these a peer support group was formed called C'ART in Sudbury, who now meet meeting weekly at The Christopher Centre.

We organised and hosted a superb Mental Health art exhibition at the Kingfisher Leisure Centre in November which not only helped to raise our profile, and that of the C'ART group, but was also attended by the deputy mayor who then choose us as one of her supported charities the following year.

BSEVC continues to use community buildings and spaces to run its activities ensuring use of such facilities during off peak times and ensuring local people use their available facilities which also ensures much needed income for them to be sustainable, building such as:

- Felixstowe Town Hall
- Felixstowe Library
- Gainsborough House, Sudbury
- Kingfisher Leisure Centre, Sudbury
- Moyses Hall, Bury St Edmunds
- Museum of East Anglian Life, Stowmarket
- The Christopher Centre, Sudbury
- The Jubilee Centre, Mildenhall
- The Meeting Place, Ipswich



## BSEVC Limited

### Report of the Trustees for the Year Ended 31 March 2018

#### **OBJECTIVES AND ACTIVITIES**

##### **Significant activities**

##### Registered Office move

In July 2017 BSEVC moved offices from its location at Ask House to Acorn House across town in Bury St Edmunds. This created a significant amount of work in the preparation for moving, change of addresses and the physical move of property. The move has seen a reduction in costs and we thank MTCIC for inviting us to share their new office with them.

##### The General Data Protections Regulations (GDPR)

The new EU directive GDPR came into effect on 25th May 2018 and although its implementation is outside this reporting year a significant amount of preparation was completed in this year such as

- Review and changes to existing policies and procedures
- Implementation of new policies
- Training and briefing information for staff and volunteers
- Issuing of Privacy Information Notices to all staff (in partnership with Aspire Together)
- Issuing of Privacy Information Notices to all BSEVC volunteers
- Updating our website making Privacy Information Notices available to all service users
- Issuing of BSEVC email addresses for all volunteers
- The safe and proper disposal of personal data

##### Legislative changes - Transport

The impact of the change in interpretation of EU Law by the Department for Transport (DfT) had led to significant disruption, uncertainty and worry across the community transport sector in the UK. BSEVC has been among the many organisations who have provided feedback and comments to the DfT and others such as the Community Transport Association, who have been working on the sectors behalf. Several smaller community transport operators have folded this year and others are on the verge of folding due to the additional costs and unrealistic expectations of meeting the new permit and Operator Licence changes.

BSEVC has made a significant investment to train its own Manager as a Qualified Transport Manager, through Aspire Together, who now holds the Operator's licence needed to keep and win new contracts for vehicles over 8 seats. One of our 15 seat minibuses will transfer to this new Operators Licence in October 2018 with the other minibus following suit in early 2019. Private hire income and the winning of new contracts will be a priority for the coming year.

##### Connecting Communities Contracts (Mid Suffolk and Ipswich)

Now into its second full year the Connecting Communities five year contract, awarded to us in June of 2016, has seen significant developments and improvements such as;

- An increase in the number of passenger journeys from 25,316 last year to 28,167
- Increase in the number of volunteer drivers from 45 to 58
- An increase in the number of groups and organisations hiring our minibuses from 26 to 41
- An increase in the number of day trips and excursions from 10 to 16
- Changes to roles and responsibilities of office staff and working times
- Recruitment, through Aspire Together, of 3 new paid drivers
- Reduction of single person occupancy and an increase in shared journeys

##### Bury St Edmunds Bus Route

A new contract begun in April 2017 and ran until March 2018. In this year period, we were able to offer the residents of the Westley estate a timetables bus route enabling them to get into and out of the Town Centre. This contract was for a year and was not renewed by Suffolk County Council due to budget restraints, but we were complimented on the professional way we ran this service by Suffolk County Council. Our two drivers, Julie Clarke and Daniel Davis, provided well respected, safe and reliable service during this time and they are congratulated on their performance for us



## BSEVC Limited

### Report of the Trustees for the Year Ended 31 March 2018

## **OBJECTIVES AND ACTIVITIES**

### **Significant activities**

#### Social Care Contracts (Suffolk County Council)

BSEVC also provided transport for adults attending day services in Bury St Edmunds from both the Bury St Edmunds and Stowmarket areas. In addition, transport for adults attending respite care services in Bury St Edmunds from the Bury St Edmunds area was also provided.

### **Public benefit**

The Board of Trustees are aware of their duty to ensure the activities of BSEVC further its charitable objectives and that these activities are for the purpose of public benefit. A review of these activities is included in this Annual Report and gives details of the help available to individuals and volunteer groups in the area.

### **Volunteers**

In the reporting year we had 64 registered volunteers.

## **ACHIEVEMENT AND PERFORMANCE**

### **Staff**

All staff are employed by Aspire Together and commissioned to BSEVC on a service level agreement. BSEVC continues to be indebted to the staff team at Aspire Together who continue to provide us with a high quality, reliable and professional service. Again, as in the last reporting year, absence levels are almost at zero and the continued work ethic enable BSEVC to meet the needs of the people using our services.

## **FINANCIAL REVIEW**

### **Financial position**

Total incoming resources for the year were £429,800 compared with £343,172 in the previous year reflecting a full year of the Connecting Communities contracts. The charity applied to a number of grant funders but due to the financial climate there were a decreasing number of funds disbursed over the year.

Total resources expended were £393,190 compared with £319,398 in the previous year; expenditure was again well controlled to produce this result and reflects a full year of the Connecting Communities contracts.

### **Investment policy**

BSEVC has no surplus funds to invest on a long term basis because of the reduction in available funding in recent years. BSEVC requires access to all its funds at relatively short notice. The trustees have implemented a policy of retaining sufficient funds in current bank accounts to cover expected monthly expenditure and place remaining funds in COIF deposit accounts until required to pay expenses.

### **Reserves policy**

The Trustee Board had set a policy to hold three months funds in reserve to enable the company to wind up in an orderly way if this became necessary which represents £75,000 and £73,005 were held at 31 March 2018 as free reserves. The policy is reviewed regularly by the trustees. The Board hoped to increase reserves and to maintain them at this level. In the present economic and funding climate described elsewhere in this report, it has proved impossible to do this as the majority of funding available is restricted to particular projects and any surplus must normally be returned to the funder. There is little unrestricted funding available that could be applied to rebuilding the charity's reserves.

The Trustee Board is therefore pursuing a policy of using the available funds as prudently as possible to meet current expenditure and to ensuring that the company remains solvent. Reserves will be increased when funding becomes available.

## BSEVC Limited

### Report of the Trustees for the Year Ended 31 March 2018

#### **FUTURE PLANS**

A continued reduction in our connecting communities contracts by 12-15% year on year means we have to pursue other areas of income very quickly in the coming year. The last year has seen a delay in this growth due to the changes by DfT and the time it has taken to obtain the new Operators Licence. With this coming into place in October 2018, we can start to grow new contracts and commence more private hire work for our vehicles.

We will continue to grow our work around supporting family carers and those with mental health difficulties as well as looking to align our funding applications with the new "Loneliness Strategy" being introduced by the Government.

Although our use of social media has increased, this is also an area for development as we are yet to benefit in full from social media exposure and communication

To summarise our plans, in the next 12 months we will aim to;

- Commence private hire of our minibuses to the general public
- Increase the number of transport contract we operate
- Increase the number of family carers accessing our activities by 10%
- Increase the number of people with mental health difficulties accessing our services by 15%
- Maintain existing levels of group hire and excursions
- Maintain passenger journeys on connecting communities services
- Increase the number of volunteer drivers by recruiting at least 15 new ones
- Significantly reduce single person occupancy on connecting communities contracts
- Significantly grow our social media use
- Continue to develop new ways of working, reduce waste, improve existing procedures and increase efficiencies
- Recruit apprentices, offering them a meaningful, productive and supported environment to learn, progress and contribute to our work
- Recruit a fundraising post

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

BSEVC is a charitable company limited by guarantee, incorporated on 8th August 1991 and registered as a charity on 23rd September 1991. The company was established under a Memorandum of Association which establishes 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 of the company are charity trustees for the purposes of charity law and under the company's Articles are known as members of the Trustee Board. Under the requirements of the Memorandum and Articles of Association the members of the Trustee Board are elected to serve for a period of three years after which they must be re-elected at the next annual General Meeting.

Chris Wilson and Simon Curtis retired by rotation and, being eligible, offered themselves for re-election at the Annual General Meeting.

BSEVC seeks to recruit trustees from all sections of the community and has a continuous process of recruitment.



## BSEVC Limited

### Report of the Trustees for the Year Ended 31 March 2018

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Organisational structure**

BSEVC has a Trustee Board who meets formally four times a year, and hold extra-ordinary meetings as and when required. They are responsible for the strategic direction and policy of the charity. The trustees have a scheme of delegation for decisions that need to be made between Trustee Meetings.

The Manager is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met. All members of staff, who are employed by Aspire Together, are encouraged to take up formal and informal training and development opportunities for their own personal and professional development and to further the high quality services the organisations provides.

### **Partnership working**

#### Partnership Working

We continue to work with other organisations and individuals to progress the objectives of the organisation. Often this is small, but effective, pieces of work and other times a long and significant partnership develops such as the one we have with The Christopher Centre in Sudbury and the Stowmarket Dementia Action Alliance.

#### Memberships

BSEVC are members of the following organisations:

- Community Transport Association
- Community Action Suffolk
- National Council for Voluntary Organisations
- Suffolk Voluntary and Statutory Partnership for mental health
- Stowmarket Dementia Action Alliance

#### Donors

We are very grateful for personal donations received in the reporting year from Matthew and Ann Fullerton, Mark Valerdares and Ms. Sayers as well as individual passengers and service users through donations and membership of the BSEVC 100 club. The following organisations have contributed financially to support our work;

- Bury St Edmunds Cribbage League
- Bury St Edmunds LVA
- Crane Limited, Ipswich
- Felixstowe Town Council
- Ipswich Borough Council
- PJK Charitable Trust
- Rural Pastimes Event
- St Edmundsbury Borough Council
- St Edmunds Trust
- Stowmarket Lions Club
- Stowmarket Town Council
- Suffolk Community Foundation
- Tesco
- The G C Gibson Charitable Trust
- Waitrose

### **Related parties**

Aspire Together CIC, the trading arm of BSEVC, which has BSEVC as its only shareholder. All profits generated will be paid to us as the single shareholder.

BSEVC continues to commission Aspire Together to provide consultancy and staff provision for its services. There were no profits from Aspire Together for the current year.

BSEVC rents it's Bury St Edmunds office space from Mentis Tree CIC where trustee Sue Jay and her husband Trevor Jay are both directors.



BSEVC Limited

Report of the Trustees  
for the Year Ended 31 March 2018

**REFERENCE AND ADMINISTRATIVE DETAILS**

Trustees

Kenneth Fish (Chairman)

Sue Jay M.B.E (Vice Chairman)

Chris Wilson (Treasurer)

Simon Curtis

Company registered number  
02636217

Charity registered number  
01004198

Registered office  
Acorn House, 8a Looms Lane, Bury St Edmunds, IP33 1HE

Company secretary  
David Finn

Independent examiner  
I C Brookman FCA DChA , Pakenham Accounting & Consultancy, Pakenham, Bury St Edmunds IP31 2LS

Bankers  
CAF Bank Ltd, West Malling, Kent.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of BSEVC Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

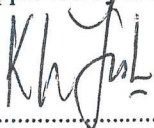
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 12 November 2018 and signed on its behalf by:



.....  
K Fish - Trustee

Independent Examiner's Report to the Trustees of  
BSEVC Limited

**Independent examiner's report to the trustees of BSEVC Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2018.

**Responsibilities and basis of report**

As the charity's 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 charity'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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England & Wales, 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 Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. 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.



I C BROOKMAN  
Chartered Accountant  
Pakenham Accounting & Consultancy  
Eden Cottage  
Fen Road  
Pakenham  
Bury St Edmunds  
Suffolk  
IP31 2LS

Date: 12 November 2018

BSEVC Limited

Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2018

		Unrestricted funds	Restricted funds	31.3.18 Total funds	31.3.17 Total funds
	Not es	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		6,840	204	7,044	5,741
<b>Charitable activities</b>					
Community transport and activities		396,081	-	396,081	310,923
Mental health support		-	24,538	24,538	25,478
Other trading activities	2	2,137	-	2,137	1,021
Other income		-	-	-	9
<b>Total</b>		<b>405,058</b>	<b>24,742</b>	<b>429,800</b>	<b>343,172</b>
<b>EXPENDITURE ON</b>					
Raising funds		318	-	318	939
<b>Charitable activities</b>					
Community transport and activities		338,818	-	338,818	292,583
Mental health support		-	23,024	23,024	17,887
Support costs		9,039	-	9,039	7,989
<b>Total</b>		<b>348,175</b>	<b>23,024</b>	<b>371,199</b>	<b>319,398</b>
<b>NET INCOME</b>		<b>56,883</b>	<b>1,718</b>	<b>58,601</b>	<b>23,774</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>21,117</b>	<b>31,851</b>	<b>52,968</b>	<b>29,194</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>78,000</b>	<b>33,569</b>	<b>111,569</b>	<b>52,968</b>



BSEVC Limited

Balance Sheet  
At 31 March 2018

	Notes	31.3.18 £	31.3.17 £
<b>FIXED ASSETS</b>			
Intangible assets	6	2,115	2,770
Tangible assets	7	2,780	3,480
Investments	8	<u>100</u>	<u>100</u>
		4,995	6,350
<b>CURRENT ASSETS</b>			
Debtors	9	46,250	21,535
Cash at bank and in hand		<u>71,026</u>	<u>47,798</u>
		117,276	69,333
<b>CREDITORS</b>			
Amounts falling due within one year	10	<u>(10,702)</u>	<u>(22,715)</u>
<b>NET CURRENT ASSETS</b>		<u>106,574</u>	<u>46,618</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>111,569</u>	<u>52,968</u>
<b>NET ASSETS</b>		<u>111,569</u>	<u>52,968</u>
<b>FUNDS</b>	12		
Unrestricted funds:			
General Fund		78,000	21,117
Restricted funds:			
Wellbeing and Mental Health Projects		<u>33,569</u>	<u>31,851</u>
<b>TOTAL FUNDS</b>		<u>111,569</u>	<u>52,968</u>

BSEVC Limited

Balance Sheet - continued

At 31 March 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the 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 charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 12 November 2018 and were signed on its behalf by:



.....  
K Fish -Trustee



.....  
C Wilson -Trustee

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Computer software**

Computer software is capitalised and written off on a straight line basis over 5 years.

### **Tangible fixed assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Minibuses - Over 5 years straight line

Office furniture and equipment - Over 5 years straight line

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.



Notes to the Financial Statements - continued  
for the Year Ended 31 March 2018

**1. ACCOUNTING POLICIES - continued**

**Company status**

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**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 charity and which have not been designated for other purposes. Designated funds are unrestricted funds earmarked by the Trustees for a particular purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs 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.

Investment income, gains and losses are allocated to the appropriate fund.

**Going Concern**

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

**2. OTHER TRADING ACTIVITIES**

	31.3.18	31.3.17
	£	£
Fundraising Donations	<u>2,137</u>	<u>1,021</u>

**3. NET INCOME/(EXPENDITURE)**

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

	31.3.18	31.3.17
	£	£
Depreciation - owned assets	696	4,201
Computer software amortisation	655	505
Examiners Fee	895	895
Operating leases - property	8,514	10,958
Operating leases - minibuses	<u>54,383</u>	<u>51,578</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2018

**5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	5,667	74	5,741
<b>Charitable activities</b>			
Community transport and activities	310,923	-	310,923
Mental health support	-	25,478	25,478
Other trading activities	1,021	-	1,021
Other income	<u>9</u>	<u>-</u>	<u>9</u>
<b>Total</b>	<b>317,620</b>	<b>25,552</b>	<b>343,172</b>
 <b>EXPENDITURE ON</b>			
Raising funds	939	-	939
<b>Charitable activities</b>			
Community transport and activities	290,882	1,701	292,583
Mental health support	-	17,887	17,887
Support costs	<u>7,989</u>	<u>-</u>	<u>7,989</u>
<b>Total</b>	<b>299,810</b>	<b>19,588</b>	<b>319,398</b>
 <b>NET INCOME</b>	<b>17,810</b>	<b>5,964</b>	<b>23,774</b>
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>3,307</b>	<b>25,887</b>	<b>29,194</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>21,117</u></b>	<b><u>31,851</u></b>	<b><u>52,968</u></b>

**6. INTANGIBLE FIXED ASSETS**

	Computer software £
<b>COST</b>	
At 1 April 2017	<u>3,275</u>
 <b>AMORTISATION</b>	
At 1 April 2017	505
Charge for year	<u>655</u>
At 31 March 2018	<u>1,160</u>
 <b>NET BOOK VALUE</b>	
At 31 March 2018	<u>2,115</u>
At 31 March 2017	<u>2,770</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2018

**7. TANGIBLE FIXED ASSETS**

	Plant and machinery £
<b>COST</b>	
At 1 April 2017 and 31 March 2018	<u>18,664</u>
<b>DEPRECIATION</b>	
At 1 April 2017	15,188
Charge for year	<u>696</u>
At 31 March 2018	<u>15,884</u>
<b>NET BOOK VALUE</b>	
At 31 March 2018	<u>2,780</u>
At 31 March 2017	<u>3,476</u>

**8. FIXED ASSET INVESTMENTS**

	Unlisted investments £
<b>MARKET VALUE</b>	
At 1 April 2017 and 31 March 2018	<u>100</u>
<b>NET BOOK VALUE</b>	
At 31 March 2018	<u>100</u>
At 31 March 2017	<u>100</u>

There were no investment assets outside the UK.

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.18 £	31.3.17 £
Trade debtors	37,579	10,062
VAT	<u>8,671</u>	<u>11,473</u>
	<u>46,250</u>	<u>21,535</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.18 £	31.3.17 £
Trade creditors	2	-
Other creditors	9,805	9,443
Accrued expenses	<u>895</u>	<u>13,272</u>
	<u>10,702</u>	<u>22,715</u>



Notes to the Financial Statements - continued  
for the Year Ended 31 March 2018

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
Fixed assets	4,895	-	4,895	6,250
Investments	100	-	100	100
Current assets	81,966	35,310	117,276	69,333
Current liabilities	(8,961)	(1,741)	(10,702)	(22,715)
	<u>78,000</u>	<u>33,569</u>	<u>111,569</u>	<u>52,968</u>

12. MOVEMENT IN FUNDS

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
<b>Unrestricted funds</b>			
General Fund	21,117	56,883	78,000
<b>Restricted funds</b>			
Wellbeing and Mental Health Projects	31,851	1,718	33,569
<b>TOTAL FUNDS</b>	<u>52,968</u>	<u>58,601</u>	<u>111,569</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	405,058	(348,175)	56,883
<b>Restricted funds</b>			
Wellbeing and Mental Health Projects	24,742	(23,024)	1,718
<b>TOTAL FUNDS</b>	<u>429,800</u>	<u>(371,199)</u>	<u>58,601</u>

Comparatives for movement in funds

	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
<b>Unrestricted Funds</b>			
General Fund	3,307	17,810	21,117
<b>Restricted Funds</b>			
Minibus Fixed Assets	1,701	(1,701)	-
Wellbeing and Mental Health Projects	<u>24,186</u>	<u>7,665</u>	<u>31,851</u>
	25,887	5,964	31,851
<b>TOTAL FUNDS</b>	<u>29,194</u>	<u>23,774</u>	<u>52,968</u>

BSEVC Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2018

**12. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	317,620	(299,810)	17,810
<b>Restricted funds</b>			
Wellbeing and Mental Health Projects	25,552	(17,887)	7,665
Minibus Fixed Assets	-	(1,701)	(1,701)
	25,552	(19,588)	5,964
<b>TOTAL FUNDS</b>	<u>343,172</u>	<u>(319,398)</u>	<u>23,774</u>

**13. OTHER FINANCIAL COMMITMENTS**

At 31 March 2017 the charity had annual commitments under non-cancellable operating leases as follows:

	Land & Buildings		Minibuses	
	31.03.18	31.03.17	31.03.18	31.03.17
	£	£	£	£
Expiry within 1 year	8,500	1,620	-	-
Expiry between 2 -5 years	-	-	185,508	233,980

**14. RELATED PARTY DISCLOSURES**

During the year management charges amounting to £212,069 (2017: £156,540) were made to Aspire Together CIC, £Nil of this expense (2017: £Nil) is included within accruals at the year end.

At the balance sheet date £100 (2017: £100) was included within other creditors as owing to Aspire Together CIC.

Aspire Together CIC has allotted 100 ordinary shares of £1 each to BSEVC. These shares represent the total number of shares in issue and are currently unpaid. Any profits generated by Aspire Together CIC will be paid as dividends to BSEVC for use for charitable purposes.

	31.07.17	31.07.16
	£	£
Turnover	180,733	66,633
Profit/Loss for period	(3,403)	(15,981)
Capital & Reserves	(16,102)	(12,699)

Trustee Mrs Susan Jay and her husband Trevor Jay are directors of Mentis Tree CIC, which rents office space to BSEVC. During the year rent of £3,421 (2017 - £Nil) was paid and there was no balance outstanding at the year end (2017 - £Nil).

BSEVC Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2018

**15. FUNDS**

RESTRICTED FUNDS

Wellbeing and Mental Health Projects

These funds are held to provide on behalf of Suffolk County Council and other partners specific services in connection with mental health and wellbeing.