



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date 1 Nov 2017 Period end date 31 Oct 2018

Charity name: Bedale Community Minibus

Charity registration number: 1158623

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide affordable transport to those with disabilities, the elderly, local community groups and those at risk of becoming socially isolated.
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	Provision of transport driven by volunteers - To weekly markets. - Patients to the local GP surgery. - To local community groups on outings. - Training all drivers to the MIDAS Standard.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are fully conscious that all bookings for the use of our minibuses must fall within the guidance 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	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The charity relies entirely on 23 volunteers for running the office, driving the buses, maintaining the buses and fundraising. Our greatest challenge is maintaining an adequate pool of volunteers to fulfil our services and this is kept under constant review. Without them there is no community minibus.
Other		

Achievements and Performance

<p>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.</p>	<p>Para 1.20</p>	<p>The two weekly services continue to run and are considered our core activity; we will only cancel them through adverse weather. The numbers using the Surgery transport is increasing as the service become more widely known.</p> <p>We were successful in obtaining a grant from North Yorkshire County Council for 75% of the cost (£38K) of a new minibus. The remaining 25% was found from the part exchange of the old bus and our own funds.</p> <p>We are grateful for the generous financial support of local charities and organisations and the local Co-op Community Fund.</p> <p>We have, in conjunction with a local housing association, provided a number of outings to local attractions. They have proved successful, cost efficient for both ourselves and the passengers and we will continue with them. There is a move nationally to address issues of loneliness particularly with reference to the elderly. As a result more activities are being encouraged for local organisations to arrange 'Drop in Centres' and local events. One of the problems in doing so is finding transport for people to attend. This is where community transport will be a major factor. Furthermore, transport provided by commercial operators for passengers particularly in Rural areas is on the decline, due to cutbacks in finance.</p> <p>During the year we have confirmed our arrangement with Exelby Services for the free parking of our vehicles and regular access to large vehicle washdown. We have recently been granted permission to place a storage container alongside the vehicles. We are grateful for the generosity of the proprietor.</p> <p>We were honoured to receive a Community award from Hambleton District Council.</p> <p>We are working on developing a professionally designed website which we hope to launch in Feb 2019. This will give us a web and social media presence.</p> <p>We organise outings through the local housing association for residents who do not have access to their own transport.</p> <p>Both of our minibuses are available for hire to local community groups who have joined BCM as Associate Members. The terms of our Associate Membership clearly require these groups to conform to our Charitable objectives. In some case we provide volunteer drivers for</p>
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		these groups or they may organise their own drivers.
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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	The charity is in a healthy financial position with an excess of income over expenditure. A reduction in the number of vehicle hiring's has been noted and will be kept under review in the next financial year. The management of our finances has been reviewed and procedures strengthened. Office procedures for the receipt of cash have been improved to reduce the risk of fraud. We have made significant savings in office and fuel costs.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The original legacy of 2009 continues to form the basis of our reserves which is an unrestricted fund held in an interest bearing account with a local Building Society.
Amount of reserves held	Para 1.22	£69,210.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	See para 1.46 below – principal risks.

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	Our principal sources of funding are: <ul style="list-style-type: none"> • Income from the hire of vehicles to local community groups in line with our charitable objectives. • Contribution from regular service users. • Charitable support.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Investment policy. We regularly review our financial position to ensure that we transfer funds from our current account to an interest-bearing account in a local Building Society. During the year we have adopted a vehicle depreciation policy to enable us to maintain

		<p>sufficient reserves to maintain an up to date fleet of vehicles. It is our intention to replace them in their 5th or 6th year of use</p> <p>We are confident that our current financial reserves are adequate to ensure our continuing viability.</p>
A description of the principal risks facing the charity	Para 1.46	<p>All community transport operators are currently at risk to some extent or other if the review of the Section 19 Permit issued by the Traffic Commissioners does away or dramatically changes the principal of "not for hire or reward". This principal is being challenged by the Commercial Bus Association who propose that all volunteer community transport operators must be managed in the same way as commercial operators.</p> <p>We cannot afford to operate on a commercial basis, if forced to we will close as the expenses are beyond our ability to fund and the charges required would be contrary to our charitable objectives.</p> <p>What conclusions the consultation produces are completely out of our control, we have done what we can; we will manage the issues when we know what they are.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
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	Elected by the other Trustees

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	All of our volunteers are DBS cleared and all drivers and escorts undertake Accessible MiDAS training. Escorts are not expected to undertake a driving assessment.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	BCM has 6 Trustees who meet 6 times a year, 4 of those meeting are fixed and are considered the minimum necessary to operate the Minibus. The norm is to meet on all 6 occasions. The AGM is held annually in November and is open to all of our volunteers to attend.
Relationship with any related parties.	Para 1.51	<p>We pay annual subscription to the Community Transport Association. We make no further grants to any other organisation.</p> <p>Two BCM trustees are members of the NYCC Community Transport Committee, and also a NYCC subcommittee on a NYCC 'Go Local' publicity campaign.</p> <p>We are associated with a campaign led by "Mobility Matters" and the Community Transport Association to challenge a judicial review by the CBA and to provide supporting evidence to the Dept. for Transport in their consultation on Section 19 permits. See para 1.46 above principal risks</p>
Other		

Reference and Administrative details

Charity name	Bedale Community Minibus
Other name the charity uses	
Registered charity number	1158623
Charity's principal address	Oak House, 35 North End, Bedale , North Yorkshire, DL8 1 AQ

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	David Emison	Chairman		
2	Malcolm Bloor			
3	Wanda Reynolds			
4	Jim Wilson			
5	Anthony Wood			
6	John Knopp	Secretary		
7				
8				
9				

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	
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

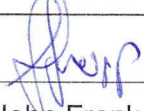

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations**The trustees declare that they have approved the trustees' report above.****Signed on behalf of the charity's trustees**

Signature(s)		
Full name(s)	John Frank Knopp	David Emison
Position (eg Secretary, Chair, etc)	Secretary	Chairman
Date	24 th April 2019	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
Bedale Community Minibus	1158623

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Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/11/2017		31/10/2018

Section A Receipts and payments

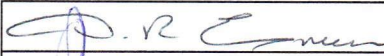

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire income	6,581	-	-	6,581	9,497
Midas fees	3,791	-	-	3,791	2,505
Donations and fundraising	7,403	-	-	7,403	1,887
Grants received	-	26,425	-	26,425	-
Rector and Four and Twenty	-	1,000	-	1,000	2,500
Fuel rebate	499	-	-	499	571
Bank interest	448	-	-	448	412
	-	-	-	-	-
Sub total (Gross income for AR)	18,722	27,425	-	46,147	17,372
A2 Asset and investment sales, (see table).					
Refund of vehicle deposit	-	-	-	-	1,000
	-	-	-	-	-
Sub total	-	-	-	-	1,000
Total receipts	18,722	27,425	-	46,147	18,372
A3 Payments					
Volunteer mileage and medicals	1,156	-	-	1,156	540
Office rent	860	-	-	860	840
Administrative and office costs	2,655	578	-	3,233	5,098
Midas operating costs	1,344	-	-	1,344	675
Fuel costs	1,817	200	-	2,017	2,053
Vehicle maintenance and insurance	4,463	1,167	-	5,630	4,915
Fundraising	375	-	-	375	352
Independent examiners fees	570	-	-	570	570
	-	-	-	-	-
Sub total	13,240	1,945	-	15,185	15,043
A4 Asset and investment purchases, (see table)					
Minibus	-	19,347	-	19,347	-
Computer equipment	-	589	-	589	-
Sub total	-	19,936	-	19,936	-
Total payments	13,240	21,881	-	35,121	15,043
Net of receipts/(payments)	5,482	5,544	-	11,026	3,329
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	57,817	367	-	58,184	54,855
Cash funds this year end	63,299	5,911	-	69,210	58,184

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays	6,022	5,911	-
	Skipton	57,248	-	-
	Petty cash	29	-	-
	Total cash funds	63,299	5,911	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Minibus	Restricted	-	-
	Computer Equipment	Unrestricted	-	-
	Office Furniture	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

David R Emison
 John F Knopp

Date of approval

24 April 2019
 24 April 2019



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Bedale Community Minibus

On accounts for the year
ended

31 October 2018

Charity no
(if any)

1158623

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 October 2018.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

23/4/2019

Name:

Deborah Fletcher-McVay

Relevant professional
qualification(s) or body
(if any):

ACA

Address:

Kenneth Easby Limited, Chartered Accountants
Oak House, Marketplace, Bedale
North Yorkshire, DL8 1AQ.

