

Wandsworth Community Transport  
(A Company Limited by Guarantee)

Report and Accounts

31 March 2019

Charity No. 286095

Company No. 1681911 (England and Wales)

**Wandsworth Community Transport**  
**Report and accounts**  
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**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**Legal and administrative information**

**Charity registration number**  
286095

**Company registration number**  
1681911

**Trustees**

Simon Clark (Chairman)  
John Ratcliffe (Treasurer)  
Rida Nicholson (Deputy Chairman)  
Michael Taylor  
June Davies  
David Peter  
Julia Bright  
June Collins  
Andrew Tilley  
Betty Herve  
Victoria Kingsbury  
George Rumble - resigned on 20 November 2018

**Directors**

Simon Clark  
Michael Taylor

**Secretary**

Manuel Button

**Auditor**

Sobell Rhodes LLP  
Registered Auditors and Chartered Accountants  
501 Centennial Park  
Centennial Ave  
Elstree  
Borehamwood  
WD6 3FG

**Solicitor**

Russell-Cooke Solicitors  
2 Putney Hill  
London  
SW15 6AB

**Wandsworth Community Transport  
(A Company Limited by Guarantee)  
Legal and administrative information**

**Bankers**

HSBC plc  
117 Balham High Road  
London  
SW12 9AS

**Principal and Registered office**

1B Yukon Road  
London  
SW12 9PZ

**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**The Management Committee's report**  
**for the year ended 31 March 2019**

The Management Committee presents its report and the audited financial statements for the year ended 31 March 2019.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Wandsworth Community Transport is a charitable company limited by guarantee and is registered by the Charity Commission under registration number 286095. Please refer to pages 1 and 2 for further legal and professional information.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum & Articles of Association incorporated on 26 November 1982 and amended on 9 December 1999, the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities", issued in March 2005.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The organisation is both a Registered Charity and a Company limited by guarantee.

The organisation is managed by a Management Committee (MC) of 11 Trustees, drawn from representatives of the member groups and individual members, volunteers and co-opted individuals from the professional sector. Potential Trustees are nominated in advance of the AGM, and elected at that time. New Trustees first meet with the Managing Director who explains in full the workings of the organisation and the responsibilities of the Management Committee and how the Committee functions. Each Trustee receives a copy of "The Good Trustee Guide" (an NCVO publication) which details the roles and responsibilities of a Trustee in general. There is no formal training, but as and when opportunities arise, MC members are encouraged to take advantage of them.

The Trustees who served during the year were

Simon Clark        (Chair)  
John Ratcliffe      (Treasurer)  
Rida Nicholson    (Deputy Chair)  
Michael Taylor  
June Davies  
David Peter  
Julia Bright  
June Collins  
Andrew Tilly  
Betty Herve  
Hicky Kingsbury  
George Rumble - resigned on 20 November 2018

None of the Management Committee has any beneficial interest in the company and they all guarantee to contribute £1 in the event of a winding up.

With regard to the Company Registration, Simon Clark and Michael Taylor are the Company Directors and Manuel Button the Company Secretary.

The staff team is led by the Managing Director, Manuel Button, with Deputy Director, Paul Attwood, Transport Manager, Keith Prout, and Shopmobility and Volunteer Manager, Marcia Millington, overseeing each key area of the service delivery. An overall team of 45 (including several part-time and casual drivers) deliver the services.

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**for the year ended 31 March 2019**

**OBJECTIVES AND ACTIVITIES**

The organisation is established to promote the education and relieve the need, hardship and distress, sickness and mental or physical disability of persons resident or working primarily in the London Borough of Wandsworth.

In pursuit of these objectives, the organisation provides transport for organisations which are concerned with education, religion, social welfare, recreation or other activities of a charitable nature, and for disabled individuals.

The significance of volunteers in its activities are detailed in Achievements and Performance section below.

**Main Contract**

Our current contract with the Council, started in April 2017, lasts up to April 2022, including the expected 2 year extension. The contract includes minibus provision to community groups and services for individuals who cannot use public transport, namely Shopmobility, the Shopping Shuttle and our programme of outings to the coast, pub lunches and places of interest. Ancillary services such as volunteer provision, driver training, vehicle administration and vehicle pooling are likewise included.

Our main sponsors in the current year include Wandsworth Council and Sainsbury's Supermarkets.

**Dial-a-Ride**

2018/19 was the first full year of our Dial-a-Ride contract for 5 buses covering mainly Wandsworth, Lambeth and Merton. This is a 5 year contract with a possible 2 year extension, worth approximately £300,000 per year. Five new vehicles have been purchased for this contract, which will also be used on the shopping shuttle and other activities. This is the integrated approach which the CT sector aims for, ensuring resources are used to their maximum effect, thus reducing costs and enabling us to fulfil our charitable aims at the best value possible. We have employed seven new drivers which has further strengthened the organisation and our new partnership with TfL can only be beneficial in the longer term.

**Minibus Permit Regulations and the DfT**

On a more negative note, the Department for Transport's review of the Minibus Permit legislation which enables not-for-profit organisations like ours to operate with some exemption from the full Operator's Licence regime, rumbles on. Depending on the final outcome, the whole sector could be under threat. It is a very complex and technical issue and those who want to find out more should visit the Mobility Matters website. Mobility Matters are representing our sector in the discussions, and we are confident we will find a way around any new legislation and be able to continue our charitable work. The next significant event will be the publication of the findings of a Judicial Review expected in November 2019, which may go some way in clarifying the issues involved.

Meanwhile, our core minibus activities are dealt with in more detail in the next section.

**ACHIEVEMENTS AND PERFORMANCE**

**Minibus provision to community groups**

We were very pleased to be able to freeze prices for our community groups for the year. Much of the activity in the Voluntary Sector has some kind of transport requirement, often only considered as an afterthought. This activity relies heavily on our accessible and affordable minibuses, available for maybe only a couple of hours a day or for a couple of weeks at a time. Along with our supporting services including training, organisation of destinations, pickups and routes and much more, this enables all parts of the community to access and take advantage of our transport and organise

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activities. In the year we served approximately 335 community groups with over 6,000 vehicle provisions. Member groups include churches, youth groups, disability groups, pensioners' clubs, churches, parents' groups sharing the school runs and many more.

We know that the whole of the voluntary sector in Wandsworth is feeling the pinch with reductions in funding across the board, and we have seen a reduction of activity amongst our groups as a result. It is certainly our aim not to penalise the groups least able to afford transport by pushing up charges to cover our own grant reductions, and to fall in to the cycle of increasing costs resulting in less activity, which means prices go up etc. We are particularly keen to support our smaller self-help groups that find it difficult to organise their own trips, and we give them all the support we can with volunteers, advice on destinations and fixed price packages to help with budgeting.

**Shopmobility and the shopping shuttle**

We are delighted that Sainsburys continue their long term support of our much valued project and the comparatively new unit is proving ideal for our requirements.

We provide a vital lifeline to those who cannot use public transport and it is difficult to put a value for this service for those who benefit. It can often mean the difference between being stuck at home, a prisoner in your own home, and getting out every week, making new friends and staying independent. Many of our beneficiaries are the most vulnerable in Wandsworth who not only need door-to-door transport, but also a wheelchair and volunteer to push them around when they get there. Our service caters for all three of these requirements, which makes us unique in the transport mix in the capital. Over 1,000 members completed nearly 10,000 return trips with the assistance of 78 volunteers. It is interesting to note that more and more of our users need additional support (wheelchairs and volunteers to help them) which puts an increasing strain on our resources, but somehow we manage to find enough volunteers to make this fantastic service work.

**Road Runner Outings**

We carried a record 834 passengers on 163 outings, with another record 335 needing the help of an escort or a mobility aid. This is double what we were doing a few years ago and again shows the changing demographics we have to deal with. We have also tried to go beyond the usual seaside trips, garden centres and pub lunches, and have tried some new destinations to keep people motivated and interested. The Liberty Drives at Hyde Park proved very popular, but my own personal favourite was the river trip to Greenwich. One interesting aside is that we need to ensure we pick a day with high tide at the appropriate time so that the wheelchair pushers don't have too steep an incline up and down the gangways which rise and fall with the tide. This year we changed the starting point to the Waterloo pier as the Embankment is not now so accessible with the new cycle lanes.

**The Silver Day Trippers and Council Free Outings**

The Silver Day Trippers continued to attract new members and to be very successful and popular. Again the Council commissioned us to provide their free trip programme for 400 pensioners in the Borough which was provided as part of the Silver Day Trippers service. As opposed to our door-to-door services, these outings pick up the more active elderly people from centralised pick up points and take them to the seaside, stately homes, etc. involving an element of exercise, fun and activity. Outings come up time and time again as what people want to get them out and about, make new friends and keep independent and as part of the Council's preventative strategy, they are very effective.

**Driver and other training**

This remains the key element in the delivery of the above services. WCT is a member of MIDAS (Minibus Driver Awareness Scheme) and we also deliver passenger assistant training, first aid training,

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**for the year ended 31 March 2019**

disability awareness and wheelchair handling training to our volunteers. We see this as a growth area with accredited skill levels a must for safe delivery of our various services and potential forthcoming legislative changes concerning additional qualifications for vocational driving. PCV minibus training is another key development, with increasing numbers of drivers requiring this since D1 entitlement was withdrawn for new drivers in 1997. This has proved more and more useful to school teachers who need to upgrade their entitlement.

**Volunteering**

Volunteering is a key element of our service provision. When many CTs are giving up on volunteering this is still a strong part of our ethos. This is particularly true with our Shopmobility scheme, where we delivered 4,500 volunteer placements in the year.

Most of our current employees started as volunteers and this shows how the volunteering ethos underpins all the services we deliver. It proves that volunteering can help you get back into work and it means that our employees genuinely believe in what we are trying to achieve. Many still do the occasional volunteer job and it means we can help out with the special requests like taking a wheelchair user on holiday or to a wedding, or a group on a day out where they can't afford a paid driver.

We have over 100 volunteers on our books and they remain a key part of our service provision and underpin all of the activities listed above. Volunteers are key to the success of our operation, from Management Committee members to minibus drivers and deserve the highest of praise and recognition. In particular our Shopmobility volunteers who help people do their shopping, actually do so much more than this and are a cross between unpaid Social Workers, friends and surrogate family. Our success in this field when so many organisations find it hard to find volunteers continues to demonstrate our commitment and excellence in this field.

**Changing Demographics.**

As already mentioned, our stats show a steady increase in the level of support our passengers generally require. They are all getting older of course, and more and more need wheelchairs and escorts. You can fit a lot less people on a minibus if they all have mobility aids and shopping trolleys, it takes longer to get people to and from their front doors and onto the buses, and we get more last minute cancellations due to illness or forgetfulness. It means our work is getting more and more vital to more and more people, but becoming more and more difficult to deliver, along with the prospect of funding cuts and other pressures.

It is something we all need to be aware of for future planning and budgeting, as we can only see these factors increasing.

**Public Benefit**

The detailed description of the charity's activities as outlined above clearly demonstrates the public benefit delivered throughout. As part of their Management Report, the Committee have reviewed this against the charitable aims of the organisation and are satisfied that the expected public benefit has been delivered regarding all the activities undertaken.

**FINANCIAL REVIEW**

**Overview**

The accounts show a significant increase in income from the previous year, up to 1.12 million from £953,000. There has been a similar increase in expenditure from £890,000 to £1,058,000. This is due to the Dial-a-Ride income, which now amounts to more than 33% of our turnover. This has necessitated a full audit, as we have passed the million pound threshold.



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The accounts show a healthy and busy organisation, which we will need to sustain to meet future targets. In particular, vehicle replacement requirements due to the new ULEZ (see above) will be a significant drain on our vehicle replacement fund. At the time of writing, we have just purchased a new Mercedes Sprinter and another one is soon to be delivered, as well as two nearly new Ford Transits, at a combined cost of £160,000.

**Outputs and value for money**

Some of the key outputs including minibus provision to community groups, shopping trips and outings and volunteer provision, have already been mentioned, and are monitored by the Management Committee and the Council as part of our contract targets. In the main, these have been met or exceeded. We achieve this through maximising our resources through an integrated approach, where a minibus might do a school run, followed by a shopping trip, followed by evening transport for a local club. Jobs are routinely "dovetailed" into existing schedules to maximise our outputs, and additional funding levered from other sources to expand on the base requirements specified in our Council contract. This enables us to deliver services extremely efficiently, and with excellent value for our funders.

Despite the increase in shoppers who need additional help and who use wheelchairs, we have managed to keep outputs and expenditure within targets in this area.

**RESERVES POLICY**

**Operating reserves**

Wandsworth Community Transport has developed a formal reserves policy, which is designed to cover any sudden loss of funding, an unexpected loss of a vehicle or other major risk to the organisation. Income can fluctuate wildly as seen by the loss of some long term contracts and special needs education. Coupled with potential reductions in other funding and with increasing pressures on local authority finances, the Management Committee at its annual review have decided it prudent to maintain the existing fund at £150,000 to cover six months running costs and to enable us to invest in our infrastructure. A further consideration is that taking on any replacement work or new contracts could require large amounts of capital to buy new vehicles, so substantial reserves are an important target. This is exemplified by the Dial-a-Ride contract which meant the immediate purchase of 5 new minibuses at a cost of around £300,000.

**Vehicle replacement funds and the ULEZ**

April 2019 saw the introduction of the Ultra Low Emissions Zone (ULEZ) covering the same area as the congestion charge zone. Many of our older vehicles are not compliant and have to pay a charge of £12.50 every time they enter the zone. Given that not much of our work goes into central London and that we try and use our newer vehicles for this, this is not a significant problem at present. However, in October 2021 the zone will expand to the South Circular Road, although we do have a sunset period because of our charitable status, and it will not affect us until October 2023. By then we need to replace half of our existing fleet, which will be a major drain on our resources. For this reason it remains our policy to maintain our vehicle replacement fund at as high a level as possible. We have raised it to £345,000 from £300,000 and aim to progressively increase it.

**INVESTMENT POLICY**

Wandsworth Community Transport has a current and a deposit account with HSBC for everyday transactions. Any surplus cash reserve is banked in a special Charity Deposit Fund run by CCLA Investment Management Ltd., a Barclays Bank Bond, an Aldermore Investment Bond (one year) and a Virgin Business deposit account, which pay a high rate of interest.

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The Management Committee's report  
for the year ended 31 March 2019**

**RISK ASSESSMENT**

In conjunction with the reserves policy, WCT's risk management has been reviewed by the Management Committee, and this has influenced the level of reserves. The risk management strategy identifies the major risk factors the organisation might face, why these come about, how they can be ameliorated and what actions the organisation would take should any of the identified problems materialise. These include a sudden loss of funding, a change in legislation that could jeopardise the core nature of the business (e.g. new licensing regulations or the introduction of a further Low Emission Zone – see Minibus Permit Section above) and the loss of one or more vehicles through theft or accident. In particular, the variations in contract income, has exemplified these risk factors. Previously we have always managed to find alternative sources of additional work, but this is not guaranteed and we have to plan for variations in income which could easily be plus or minus £200,000 from one year to the next. Value for money and excellent service remain crucial to maintain current business and to attract new customers.

**PLANS FOR FUTURE PERIOD**

The most important factors for our future will be the possible 2 year extensions in both our Minibus Contract and Dial-a-Ride Contract. These are due in 2020 and 2022 respectively. Our performance has been good on both these contracts to date, and we expect these to be extended. Beyond that, WBC and TfL policy remain the important underlying factors and of course our ability to win the contracts again when they are re-tendered.

We remain on excellent terms with the Council and are confident that they will continue their long term commitment to provide CT services in the borough. Core funding is a vital cornerstone of our organisation and we have built on this to take advantage of new opportunities and give added value to the base service funded by the Council.

Another key development has been the Dial-a-Ride contract in Wandsworth and its surrounding boroughs. As explained above, this has given us increased strength in depth and increased our diversification, which is crucial for our future stability.

The ethos of the organisation remains that we will monitor transport needs in the Borough and try to meet these and seek funding to start new projects as required. In particular we will continue to target the unfunded self-help groups and disabled and elderly individuals who most need help with their transport needs.

It is the view of the Management Committee that 2018/2019 has been another successful year and that Wandsworth Community Transport is well set to continue its services over the next few years.

**STATEMENT OF MANAGEMENT COMMITTEE'S RESPONSIBILITIES**

The trustees or members of the management who are also directors of Wandsworth Community Transport for the purposes of company law are responsible for preparing the The Management Committee's and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Wandsworth Community Transport**  
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**The Management Committee's report**  
**for the year ended 31 March 2019**

The Management Committee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

In so far as the members are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the members have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report was approved by the Management Committee on 11<sup>th</sup> September 2019 and signed on its behalf by.

Simon Clark  
Chairman

**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**Independent Auditor's Report to the Members of Wandsworth Community Transport**

**Opinion**

We have audited the financial statements of Wandsworth Community Transport (the 'charitable company') for the year ended 31 March 2019 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash flow and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Comparative period not audited**

The comparative period was not subject to audit because the charitable company took advantage of small charitable company audit exemption under Charities Act 2011.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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(A Company Limited by Guarantee)  
Independent Auditor's Report to the Members of Wandsworth Community Transport**

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the [strategic report and the] directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

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**Independent Auditor's Report to the Members of Wandsworth Community Transport**

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Martin May BA FCA  
(Senior Statutory Auditor)  
for and on behalf of  
Sobell Rhodes LLP  
Statutory Auditors and Chartered Accountants  
September 2019

501 Centennial Park  
Elstree  
Borehamwood  
WD6 3FG

**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**Statement of Financial Activities**  
**for the year ended 31 March 2019**

	Notes	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
<b>Income from:</b>					
Donations	2	212,946	6,500	219,446	209,719
Other trading activities	3	3,929	-	3,929	7,244
Investment income	4	2,831	-	2,831	2,893
Charitable activities	5	902,158	-	902,158	724,817
Other income - profit on the disposal of motor vehicles		-	-	-	9,093
<b>Total Income</b>		<u>1,121,864</u>	<u>6,500</u>	<u>1,128,364</u>	<u>953,766</u>
<b>Expenditure on:</b>					
Charitable activities	6	1,029,354	29,417	1,058,771	890,426
<b>Total expenditure</b>	6	<u>1,029,354</u>	<u>29,417</u>	<u>1,058,771</u>	<u>890,426</u>
<b>Net income for the year</b>		92,510	(22,917)	69,593	63,340
Transfer between funds	16	(22,917)	22,917	-	-
<b>Net movement in funds</b>		69,593	-	69,593	63,340
<b>Reconciliation of funds:</b>					
Total funds brought forward		788,468	-	788,468	725,128
<b>Total funds carried forward</b>		<u>858,061</u>	<u>-</u>	<u>858,061</u>	<u>788,468</u>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above.

**Wandsworth Community Transport**  
**Balance sheet**  
**as at 31 March 2019**

	Notes	2019		2018	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	11		238,027		333,109
<b>Current assets</b>					
Debtors	12	200,892		88,307	
Investments held as current assets	13	287,585		205,152	
Cash at bank and in hand		159,840		169,082	
		<u>648,317</u>		<u>462,541</u>	
<b>Creditors: amounts falling due within one year</b>	14	(28,283)		(7,182)	
<b>Net current assets</b>			<u>620,034</u>		<u>455,359</u>
<b>Net assets</b>	17		<u>858,061</u>		<u>788,468</u>
<b>Funds</b>					
General funds	15		357,816		332,635
Designated funds	15		5,245		5,833
Vehicle replacement funds	15		345,000		300,000
Operating reserves	15		150,000		150,000
Total unrestricted funds	15		<u>858,061</u>		<u>788,468</u>
Restricted funds	16		-		-
<b>Total funds</b>	17		<u>858,061</u>		<u>788,468</u>

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

The financial statements were approved and authorised for issue by the Management Committee and signed on their behalf by:

Simon Clark

Director

Approved by the board on September 2019



**Wandsworth Community Transport**  
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**Statement of Cash Flow**  
**as at 31 March 2019**

	<b>Note</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
<b>Cash flow from operating activities:</b>	18	70,360	100,875
<b>Net cash flow from operating activities</b>		<u>70,360</u>	<u>100,875</u>
<b>Cash flow from investing activities:</b>			
Payments to acquire tangible fixed assets		-	(286,594)
Interest received		2,831	2,893
<b>Net cash flow from Investing activities</b>		<u>2,831</u>	<u>(283,701)</u>
<b>Net Increase in cash and cash equivalents</b>		73,191	(182,826)
<b>Cash and cash equivalents at 1 April</b>		374,234	557,060
<b>Cash and cash equivalents at 31 March</b>		<u>447,425</u>	<u>374,234</u>
<b>Cash and cash equivalents consists of:</b>			
Cash at bank and in hand		159,840	169,082
Short term deposits	13	287,585	205,152
<b>Cash and cash equivalents at 31 March</b>		<u>447,425</u>	<u>374,234</u>

**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**Notes to the accounts**  
**for the year ended 31 March 2019**

**1 Accounting policies**

***General Information and basis of preparation***

Wandsworth Community Transport is a company limited by guarantee. In the event of The Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of The Charity. The address of the registered office is given in The Charity Information on page 1 of these financial statements. The nature of the charity's operations and principal activities are reported in the Management Committee's Report.

The charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 and 2 published on 2 February 2016 and 5 October 2018 respectively), 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.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of The Charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

***Funds***

Unrestricted funds 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 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 or which have been raised by The Charity 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.

***Income recognition***

All incoming resources except for fares income (which is recognised on receipts basis) are included in the Statement of Financial Activities (SoFA) when The Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised The Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of The Charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and The Charity has control over the item. Fair value is determined on the basis of the value of the gift to The Charity. For example the amount The Charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Management Committee's Report.

**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**Notes to the accounts**  
**for the year ended 31 March 2019**

**1 Accounting policies (continued)**

The charity provides community transport and shopmobility services under contract with the local authority. The income from this contract and other sources without conditions is recognised at fair value when The Charity has entitlement, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes such as deposit accounts which generate bank interest. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method.

***Expenditure recognition***

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the heading 'Expenditure on charitable activities'. See note 7 for details of the nature and cost involved.

***Support costs allocation***

Support costs are those that assist the work of The Charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of The Charity.

The analysis of these costs is included in note 6.

***Tangible fixed assets***

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Plant, fixtures and fittings	20% straight line
Motor vehicles	over 5 years
Scooters	20% straight line

***Investments held as current assets***

Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

***Cash at bank and in hand***

Cash at bank and in hand is held to meet short-term cash commitments as they fall due rather than for investment purposes. Cash equivalents are short-term and highly liquid that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value. A cash equivalent will normally have a short maturity of, say, three months or less from the date of transaction.

***Debtors and creditors receivable / payable within one year***

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Wandsworth Community Transport**  
**(A Company Limited by Guarantee)**  
**Notes to the accounts**  
**for the year ended 31 March 2019**

**1 Accounting policies (continued)**

***Impairment***

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment would represent a revaluation decrease.

***Provisions***

Provisions are recognised when The Charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

***Leasing***

Rentals payable and receivable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

***Employee benefits***

When employees have rendered service to The Charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The Charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

***Tax***

The Charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

***Going concern***

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these financial statements. It is considered that the level of resources are adequate to be able to continue as a going concern.

**2 Income from donations and legacies**

	Unrestricted funds	Restricted funds	2019 Total	2018 Total
	£	£	£	£
Membership fees	680	-	680	2,320
Cash donations	6,204	-	6,204	10,282
Funding receivable	189,154	6,500	195,654	183,000
Bus service operators grant	16,908	-	16,908	14,117
	212,946	6,500	219,446	209,719

Funding receivable of £6,500 (2018 £nil) was attributable to restricted funds, the rest of the income was attributable to unrestricted funds.

**Wandsworth Community Transport**  
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**3 Income from other trading activities**

	Unrestricted funds	Restricted funds	2019 Total	2018 Total
	£	£	£	£
Driver training	3,929	-	3,929	7,244

No income were attributable to restricted funds (2018 £nil).

**4 Income from Investment Income**

Investment income arises from interest bearing deposit accounts and relates to unrestricted funds.

**5 Income from charitable activities**

	Unrestricted funds	Restricted funds	2019 Total	2018 Total
	£	£	£	£
Minibus operations/shuttle and charges for drivers	853,711	-	853,711	676,138
Miscellaneous and cancellation charges	6,137	-	6,137	6,845
Fares income	42,310	-	42,310	41,834
	902,158	-	902,158	724,817

No income was attributable to restricted funds (2018 £nil).

**6 Total expenditure**

Expenditure on charitable activities:	General Operation	Shopmobility & shopping Shuttle	Silver Day Trippers	2019 Total	2018 Total
	£	£	£	£	£
Costs directly allocated to activities:					
Staff costs	575,879	107,052	2,505	685,436	593,224
Staff training and travelling expenses	1,011	-	-	1,011	1,305
Operating costs	146,316	140	26,177	172,633	147,640
Vehicle charges	-	-	-	-	3,773
Volunteers expenses	678	13,721	-	14,399	15,317
Support costs allocated to activities:					
Staff cost	9,684	8	-	9,692	10,116
Premises costs	59,621	1,187	-	60,808	37,858
Other expenses	2,476	955	-	3,431	(85)
Administrative expenses	9,931	-	735	10,666	11,510
Publicity	-	-	-	-	845
Legal and professional	-	-	-	-	693
Depreciation	12,843	82,239	-	95,082	64,580
Auditor's remuneration/ independent examiners	5,613	-	-	5,613	3,650
	824,052	205,302	29,417	1,058,771	890,426

Silver Day Trippers expenditure of £29,417 (2018 £nil) was attributable to restricted funds the rest of the expenses was attributable to unrestricted funds.

**Wandsworth Community Transport**  
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**Notes to the accounts**  
**for the year ended 31 March 2019**

**7 Governance cost/Auditor's remuneration**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Auditor's remuneration/ independent examiners	5,613	3,650
	<u>5,613</u>	<u>3,650</u>
Fees payable to the charity's auditor for the audit of the charity's annual accounts	3,000	-
Fees payable to the charity's auditor for other services:		
Accounts preparation	2,000	2,000
Independent examiners	200	1,250
Bus service operators grant audit	400	400
Other services	13	-
	<u>2,613</u>	<u>3,650</u>

**8 Net Income for the year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Net income is stated after charging:		
Depreciation of tangible fixed assets	95,082	64,580
Operating lease rentals	31,104	22,000
	<u>126,186</u>	<u>86,580</u>

**9 Management Committees' and key management personnel remuneration and expenses**

None of the Management Committee received remuneration for their services or received reimbursed expenses during the year.

The Members of the management committees considers its key management personnel is the Managing Director. The total amount of employee benefits received by key management personnel is £52,432 (2018 £57,776).

**Staff costs and employee benefits**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Wages and salaries	636,258	556,418
Social security costs	44,584	37,001
Defined contribution pension costs	14,286	9,921
	<u>695,128</u>	<u>603,340</u>

No employee was remunerated in excess of £60,000 per annum.

The average number of employees, calculated on a full-time equivalent basis, analysed by function was:

	<b>2019</b>	<b>2018</b>
	<b>Number</b>	<b>Number</b>
General operations	13	12
Shopping shuttle/Shopmobility	5	5
Shopping shuttle/Shopmobility: Dial-A-Ride	8	6
	<u>26</u>	<u>23</u>

**Wandsworth Community Transport**  
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**10 Pension costs**

The Charity operates a defined contribution pension scheme and contributions are charged in The Statement of Financial Activities as they are paid. The charge for the year was £14,286 (2018 £9,921). The assets of the scheme are held separately from those of The Charity in an independently administered fund.

**11 Tangible fixed assets**

	Plant, fixtures and fittings £	Motor vehicles £	Scooters £	Total £
<b>Cost</b>				
At 1 April 2018	59,944	858,703	30,852	949,499
At 31 March 2019	59,944	858,703	30,852	949,499
<b>Depreciation</b>				
At 1 April 2018	58,580	527,107	30,703	616,390
Charge for the year	387	94,546	149	95,082
At 31 March 2019	58,967	621,653	30,852	711,472
<b>Net book value</b>				
At 31 March 2019	977	237,050	-	238,027
At 31 March 2018	1,364	331,596	149	333,109

**12 Debtors**

	2019 £	2018 £
Trade debtors	142,410	42,537
Other debtors	58,482	45,770
	<u>200,892</u>	<u>88,307</u>

**13 Investments held as current assets**

	Notice Period	Interest Rate	2019 £	2018 £
Short term deposits	95 days	0.55%	90,518	10,328
Short term deposits	100 days	1.00%	86,163	85,421
Short term deposits	1 year	1.90%	110,904	109,403
			<u>287,585</u>	<u>205,152</u>

**14 Creditors: amounts falling due within one year**

	2019 £	2018 £
Other taxes and social security costs	4,684	3,681
Other creditors	23,599	3,501
	<u>28,283</u>	<u>7,182</u>

**Wandsworth Community Transport**  
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**15 Unrestricted funds and Designated funds**

**Unrestricted funds**

	<b>At 1 April 2018</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfer from/ (to) restricted funds</b>	<b>Transfer between unrestricted funds</b>	<b>At 31 March 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General funds	332,635	1,121,864	(1,029,354)	(22,917)	(44,412)	357,816
Designated funds (see below)	5,833	-	-	-	(588)	5,245
Vehicle replacement funds	300,000	-	-	-	45,000	345,000
Operating reserves	150,000	-	-	-	-	150,000
<b>Total unrestricted funds</b>	<b>788,468</b>	<b>1,121,864</b>	<b>(1,029,354)</b>	<b>(22,917)</b>	<b>-</b>	<b>858,061</b>

	<b>At 1 April 2017</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfer from/ (to) restricted funds</b>	<b>Transfer between unrestricted funds</b>	<b>At 31 March 2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General funds	267,295	953,766	(890,426)	-	2,000	332,635
Designated funds (see below)	7,833	-	-	-	(2,000)	5,833
Vehicle replacement funds	300,000	-	-	-	-	300,000
Operating reserves	150,000	-	-	-	-	150,000
<b>Total unrestricted funds</b>	<b>725,128</b>	<b>953,766</b>	<b>(890,426)</b>	<b>-</b>	<b>-</b>	<b>788,468</b>

General funds, the Vehicle replacement funds and the Operating reserves are unrestricted funds. They are available for use at the discretion of the Management Committee in furtherance of the charitable objectives and have not been designated for other purposes.



**Wandsworth Community Transport**  
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**for the year ended 31 March 2019**

**15 Unrestricted funds and Designated funds**

*(continued)*

**Designated funds**

	At 1 April 2018 £	Incoming Resources £	Resources Expended £	Transfer from/ (to) restricted funds £	Transfer between unrestricted funds £	At 31 March 2019 £
Donation by Private Individual	5,833	-	-	-	(588)	5,245
Total designated funds	5,833	-	-	-	(588)	5,245

	At 1 April 2017 £	Incoming Resources £	Resources Expended £	Transfer from/ (to) restricted funds £	Transfer between unrestricted funds £	At 31 March 2018 £
Donation by Private Individual	7,833	-	-	-	(2,000)	5,833
Total designated funds	7,833	-	-	-	(2,000)	5,833

The designated funds represent the net book value of the tangible fixed assets of which £5,245 were partly funded by grants and donations. The grants and donation were for the purchase of motor vehicles and a scooter which are used for the purpose of The Charity. As such the value of the grant and donation were transferred from restricted funds to designated funds and are being amortised in accordance with the accounting policy set out in note 1 above.

**16 Restricted funds**

	At 1 April 2018 £	Incoming Resources £	Resources Expended £	Transfer from/ (to) restricted funds £	Transfer to designated fund £	At 31 March 2019 £
Active Day	-	6,500	(29,417)	22,917	-	-

The Active Day fund was set up to provide free trips for the senior citizens in the Borough.

**Wandsworth Community Transport**  
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**Notes to the accounts**  
**for the year ended 31 March 2019**

**17 Analysis of net assets between funds**

<b>At 31 March 2019</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	232,782	5,245	-	238,027
Debtors	200,892	-	-	200,892
Investments held as current assets	287,585	-	-	287,585
Cash at bank and in hand	159,840	-	-	159,840
Creditors: amounts falling due within one year	(28,283)	-	-	(28,283)
<b>Total net assets</b>	<b>852,816</b>	<b>5,245</b>	<b>-</b>	<b>858,061</b>

  

<b>At 31 March 2018</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	327,276	5,833	-	333,109
Debtors	88,307	-	-	88,307
Investments held as current assets	205,152	-	-	205,152
Cash at bank and in hand	169,082	-	-	169,082
Creditors: amounts falling due within one year	(7,182)	-	-	(7,182)
<b>Total net assets</b>	<b>782,635</b>	<b>5,833</b>	<b>-</b>	<b>788,468</b>

**18 Reconciliation of net income to net cash flow from operating activities**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Net Income for the year	69,593	63,340
Interest receivable	(2,831)	(2,893)
Depreciation of tangible fixed assets	95,082	64,580
(Increase) / decrease in debtors	(112,585)	(23,837)
(Decrease) / increase in creditors	21,101	(315)
<b>Net cash flow from operating activities</b>	<b>70,360</b>	<b>100,875</b>

**19 Other financial commitments**

At the year end The Charity had annual commitments under non-cancellable operating leases as set out below:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Operating leases which expire: within one year	-	-

A terms for a new five year lease from 25 December 2017 is currently being negotiated.

**20 Related parties**

There are no related party transactions during the period (2018 £nil).