

## Disabled Travel Service

Company Number- 4185249

Charity Number- 1089539

### Trustees Annual Report for the year ended 31st March 2013

#### Trustees served in year

Max Barton-resigned January 2013  
Robin Corser-Langford  
Martyn Hancock  
Rosie Mundy  
Kevin Powell  
Jeanette Hancock  
Alan Bennett-resigned January 2013

FRIDAY



Trustees resign annually, one third by rotation at the Annual General Meeting

#### Legal

##### **Solicitors-**

Veale Wasbrough-Orchard Court, Orchard Lane, Bristol BS1 5WS  
Wards- Fountain Court, Bradley Stoke, Bristol, BS32 4LA

##### **Bankers-**

NatWest, Fishponds, Bristol  
Barclays, Fishponds, Bristol

#### Overview

The charity set up the AT4U project which took over the daily transport service for members. Due to the success of this new venture it was decided to assist in the setting up of a new Community Interest Company and not for profit company and on 3rd January 2013 the new company continued the service provision started by DTS in December 2000. Accordingly certain trustees felt a conflict of interest and so resigned as DTS trustees as they became directors of the new Community company.

It is pleasing for DTS trustees to see the successful continuation of a service they set up and to see the service helping more people to access suitable supportive transport.

The trustees now will continue the charity to both raise awareness of transport needs of vulnerable and disabled people and to collect the monies due to it so that in future years the charity would be able to convene conferences on disabled transport issues.

#### Financial activities

The charity has £71k debtors to collect in the next 2 years with creditors to be paid of £17k. The trustees expended £9k of reserves whilst reducing its activities but maintain a service up to 31st December 2012. The lack of 3 months revenue from 1st January 2013 from transport provision contributed to the excess expenditure amount, but this was expected and was covered from resources.

The charity paid AT4U for the use of their drivers for the services up to 31st December 2012. The PAYE and NIC implications were AT4U responsibility.

The budget shown was one of 12 months, assuming continuation of the service to 31st March 2013. Therefore any comparison would have to proportion the budget to 3/4 of the whole.

All lease vehicles were off lease in February and March 2013 and the residue of rental costs to cessation of the leases are the responsibility of AT4U.

#### Reserves & policy

Reserves policy has no changes to it.

Reserves reduced by the years excess expenses by £9,317. Leaving a balance carried forward of £59,991 reflected in debtors and bank balance after creditors of £16,699 have been deducted.

**Development**

As mentioned above in the overview The charity will be considering organising local forums and conferences on disabled transport provision in the South West and throughout the UK

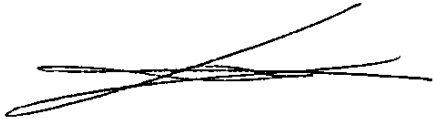
**Debtors & prepayments-see also note 2**

Office lease deposit remains for 54 Staple Hill Road

Goodwill agreement will start to be being paid under the terms of the agreement from June 2014

**Creditors-see also note 1**

NatWest and other creditors are expected to be fully settled by 30th June 2014

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# **Disabled Travel Service**

Company number-4185249

Charity number-1089539

**Accounts for the year ended 31st March 2013**

		2013	Year 2012
incorporating initial AT4U project to 31st December 2012		12	
<b>Budget</b>	<b>Revenue</b>		
<b>2012/3</b>	<b>Grants-</b>		
£25,000	Donations & Grants	£21,280	£13,577
<b>£25,000</b>		<b>£21,280</b>	<b>£13,577</b>
	<b>Service provision</b>		
<b>£85,000</b>	Revenue generated	<b>£59,234</b>	<b>£60,000</b>
	<b>Costs- including Buckets &amp; Spades</b>		
£40,000	AT4U Drivers costs	£45,400	£6,111
£19,000	Fuel & oil-net of fuel rebate	£12,477	£4,176
£5,000	Service, repairs, tyres & maintenance	£1,942	£3,661
£14,500	Insurance, Parking, Lease contracts & vehicle hire	£25,906	£35,428
£0	Depreciation/loss on scrapping vehicles		£0
<b>£78,500</b>	<b>Total Costs</b>	<b>£85,725</b>	<b>£49,376</b>
<b>£31,500</b>	<b>Net revenue generated- general &amp; Buckets &amp; Spades</b>	<b>-£5,212</b>	<b>£24,201</b>
	<b>Miscellaneous Income</b>		
£300	Interest received	£0	£0
£800	Donations & fundraising	£0	£0
£280	Membership fees	£504	£0
£4,500	VAT refunds & sundry income	£11,844	£12,778
<b>£5,880</b>		<b>£12,348</b>	<b>£12,778</b>
<b>£37,380</b>	<b>Total Net Revenue</b>	<b>£7,136</b>	<b>£36,979</b>
<b>£115,880</b>	<b>Note- Total Income</b>		<b>£86,355</b>
	<b>Expenditure</b>		
£12,000	Admin volunteers expenses-no paid employees	£366	£1,060
£14,500	Office/depot-rent, telephone, electricity etc	£8,340	£7,843
£500	Subscriptions	£102	£0
£450	Stationery & printing	£1,880	£1,466
£750	Training-admin and drivers assistants	£0	£0
£600	Training- Volunteers-drivers assistance & admin	£0	£0
£120	Publicity & conferences	£413	£0
£1,500	Accountancy, bookkeeping & payroll	£2,076	£0
£1,000	Legal & professional fees	£0	£0
£300	Insurance	£178	£190
£1,890	Volunteers expenses	£1,081	£0
£600	Bank charges, Loan Interest & Depreciation	£2,016	£550
<b>£34,210</b>	<b>Total Expenditure</b>	<b>£16,453</b>	<b>£11,109</b>
<b>£112,710</b>	<b>Note-total expenditure</b>		<b>£60,485</b>
<b>£3,170</b>	<b>Net- Surplus Income</b>	<b>-£9,317</b>	<b>£25,870</b>

**Balance Sheet as at 31st March 2013**

			2012
Fixed Assets	Cost	Deprn to date	Net Book Value
Vehicles & other assets written off	£29,144	£29,144	£0
Note 6	£29,144	£29,144	£0
Current Assets			
Cash at Bank		£4,814	£402
Goodwill settlement		£60,000	£60,000
Debtors & prepayments		£11,876	£39,618
Note 2		£76,690	£100,020
less- Current Liabilities			
Sundry Creditors & accruals		£15,658	£26,729
Natwest loan		£1,041	£3,983
Note 1		£16,699	£30,712
Net Current Assets			£59,991
Net Assets			£59,991
Represented by,			
Reserves			
b/fwd 2012		£69,308	£43,438
Current period gener		-£9,317	£25,870
c/fwd 2013		£59,991	£69,308
Allocated as follows-			
Restricted-			
Running costs		£59,991	£69,308
Vehicles replacement		£0	£0
		£59,991	£69,308
		£59,991	£69,308

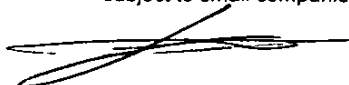
### **Accounts 31st March 2013**

For the year ending 31st March 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006

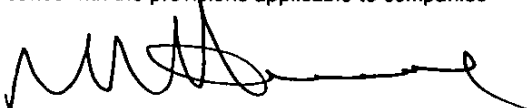
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006

The director's acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

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



Kevin Powell  
Director/Trustee



Martyn Hancock  
Company Secretary

### **Notes to the accounts for the year ended 31st March 2013 (form part of the accounts)**

	2013	2012
<b>1 Creditors-</b>		
Amounts falling due within 12 months	£15,658	£26,729
NatWest Loan	£1,041	£3,982
	<b>£16,699</b>	<b>£30,711</b>
<b>2 Debtors-</b>		
Goodwill and revenue	£70,878	£77,378
Deposits & prepayments	£1,000	£22,240
	<b>£71,878</b>	<b>£99,618</b>

### **3 Principal Accounting Policies**

- (a) Prepared under historical cost convention and in accordance with the applicable accounting standards for both Charity Commission and Companies House
- (b) Assets over £200 are capitalised where necessary and within the framework of the purchase contract/agreement
- (c) Unrestricted funds are used at the trustees discretion to further the service provision for members. These funds are generated from the charges made for the service provided
- (d) Donations by funders are only identified in the accounts where the donor have agreed to be identified
- (e) Service provision costs are those required to provide the service to the members of the charity. Other expenditure necessary to administer the charity's activities
- (f) Resources expended are accounted for on an accrual basis and classified under relevant cost headings pertinent to the activity of the charity. Costs include VAT and the VAT recovered has been shown separately

#### 4 Employment

There were no paid employees in the year (2012-4)

AT4U contracted in drivers	£45,400	£0
Social Security Costs	£0	£0
	<b>£45,400</b>	<b>£0</b>

Including Admin wages paid of	£0	£0
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#### 5 Not included in the accounts are the hours given to the charity by volunteers-

Volunteer hours donated to the charity-@ £7 50 per hour

Drivers	£12,500	£9,750
Admin- 20 hours pw( 2012-20)	£6,500	£6,500
Drivers assistants	£750	£1,500
Trainers/supervision	£0	£0
	<b>£19,750</b>	<b>£17,750</b>

#### 6 Tangible Assets

All leased vehicles came off hire in February & March 2013

No replacement vehicles were purchased because service ceased on 31st December 2012

#### 7 Donations & Grants-

Subsidy	£21,280	£13,577
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Income from donations are reported in the accounts on the date they are received into the charity's bank account No funder has specified a timescale on the donation, however where the donation/grant is for a specific purpose-eg vehicle- the funds are used for that purpose as soon as is practicable and within a reasonable timescale Where donors request a report, the report is forwarded to them within the specified timescale unless there are extenuating circumstances

#### 8 Trustees-

No trustees received any expenses or benefit in kind during the year (2012-nil)

#### 9 Taxation-

The charity is exempt from Corporation Tax on its charitable activities

#### 10 Company-

The charity is a limited liability by guarantee company and as such has no issued share capital In the event of the company being wound up the liability of the members is limited to £1 each

#### 11 Goodwill-

This has been transferred to a not for profit company who will continue the service and expand it further afield via franchise in next 10 years to enable more vulnerable people access transport that serves their requirements  
Something the charity was unable to do because of lack of resources