

Company registration number: 04413914

Charity registration number: 1152682

Hay & District Dial-a-Ride

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

King Morte Proud & Co Ltd
Kings Arms Vaults
Watton
Brecon
Powys
LD3 7EF

Hay & District Dial-a-Ride

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Hay & District Dial-a-Ride

Strategic Report for the Year Ended 31 March 2021

The Trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2021, in compliance with s414C of the Companies Act 2006.

Achievements and performance

During this reporting period the following numbers of single passenger journeys were completed:

Minibus and MPV: 184

Community Cars: 10

Total: 194

As expected, due to the impact of the Covid pandemic, the figures are extremely low (the previous year was 5,882).

However, the team also delivered 668 prescriptions over the same period.

Journey bookings now continue to rise steadily.

Financial Review

We were fortunate to obtain significant funding from grant applications during the year including Covid Support from Powys County Council (£10,000). To address issues raised by members due to the impact of the Covid pandemic we implemented a free prescription service to assist the community. This service continues to be very successful and is available to all members up to the end of December 2021 via funding from Moondance (April 21 to December 21).

We are aware that funding from Local Authorities remains very uncertain. Recognising the threat, we intend to maintain a strong reserves position and are applying for grants from other sources.

During 20/21, membership dropped to our lowest levels for many years - just 170. This was largely due to the effect of Covid. Since then we have been advertising and new members are joining bringing our figures back up to 200 at the time of writing (July 2021).

Although settled in our new premises at 14 Castle Street, we are looking to the future and hope to secure accessible accommodation where we can welcome everyone. This is a key area for Hay & District Dial-a-Ride's forward planning.

We were very sad to lose Muriel Semple, Trustee and also Vince Reynolds, former Trustee and volunteer driver. Donations in their memory were generous and we express our thanks to the families. We welcomed Annie Tong to the Board as Member representative and the Board is still looking to appoint a Treasurer Trustee.

Hay & District Dial-a-Ride

Strategic Report for the Year Ended 31 March 2021

Policy on reserves

Hay & District Dial-a-Ride has a Reserves Policy which states that £25,000 should be held in reserve by the charity for guarding against possible reduced funding in the future, untoward circumstances and to ensure cashflow requirements can be met. The Trustees recognise the need to allocate a further £10,000 per year to cover fixed asset depreciation. The minibus was purchased in 2014 and the MPV delivered in February 2017. Therefore an accumulated reserve of £70,000 is required. At 31st March 2021 the requirements as follows;

Capital Reserve: £70,000

General Reserve: £25,000

Funds in deficit

There are no funds in deficit at 31st March 2021

Staffing

The role of Treasurer is covered by the establishment of a Finance Sub Committee, chaired by the vice-chairperson and its work has been vital to the financial stability of Hay & District Dial-a-Ride.

The postponed interviews for the part-time post of Finance Officer finally took place in October 2020 and Jill Sinclair was appointed on a grant-funded fixed term contract to the end of March 2021. Jill has a wealth of financial expertise and is working on finance policies, accounts and grant applications.

The success of Hay & District Dial-a-Ride depends on a wide ranging supportive team and the Trustees would like to thank staff and volunteers for their dedicated work, the Co-op for continuing to allow us to park both our vehicles there and to the Old Forge Garage, Llanigon, for keeping us on the road.

Coronavirus - Financial Impact

The impact of the virus on our finance and operations was assessed during the course of the financial year 2020/21. Despite losses of £8,000 from lost fares and £1,500 from lost fundraising opportunities, we are very pleased to have ended the year in profit, albeit a small one.

Hay & District Dial-a-Ride

Strategic Report for the Year Ended 31 March 2021

Plans for future periods

Aims and key objectives for future periods

The Charity did not meet passenger journey targets set by Hereford and Powys Councils, again only to be expected during the pandemic. Journeys continue to rise slowly but steadily as restrictions ease in Wales.

Hay & District Dial-a-Ride quickly moved to home working arrangements for Lesley Moore and Louise Player, the latter was also furloughed for a few months during the height of the pandemic. These arrangements worked well and Trustees agreed a home-working allowance towards expenses of £6 per week for these members of staff.

Our team kept in touch with the most vulnerable of our membership by telephone throughout this year and acted as a signpost to other community groups and organisations, sending informative newsletters on a regular basis.

Hay & District Dial-a-Ride was able to secure early vaccinations for all its volunteers and this process began in January 2021.

At the end of March 2021, home-working arrangements were still in place although staff moved back to the office in May 2021, where they remain.

The Trustees would like to thank staff for their adaptable and flexible approach to working throughout the pandemic which contributed to the continuity of service and support to our members.

The strategic report was approved by the Trustees of the Charity on 12 October 2021 and signed on its behalf by:

.....
Ms M L Fellowes
Trustee

.....
Mrs P Richardson
Trustee

Hay & District Dial-a-Ride

Trustees' Report

The Trustees, who are Directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Objectives and activities

Objects and aims

The object of the charity is the relief of persons in the Hay on Wye and District area who are poor, disabled, elderly or who otherwise have impaired mobility by the provision of transport for such persons.

In establishing the activities to meet the above objects in this financial period, the trustees have had due regard to the guidance published by the Charities Commission on public benefit.

Objectives, strategies and activities

Charitable activities during the period included the provision of affordable, accessible transport by the means of a minibus and MPV (both with wheelchair access) together with a fleet of private cars known as the Community Car Scheme. All vehicles are driven by a highly valued team of volunteers.

In total the Charity employs one part-time permanent paid employee and two part-time temporary members of staff and 24 volunteers. Our wonderful volunteers bring a great range of skills to our team. The drivers undergo Midas (Minibus Drivers Awareness) and First Aid training. Passenger escorts are also trained via PAVO. All volunteers are encouraged to do Dementia Awareness and Safeguarding Training. Due to Covid, no training took place this financial year.

The charity receives grants from the local authorities and closely monitors the performance measures which underpin these grants. In addition, a number of individuals, Trusts and local organisations also contribute significantly to the charity.

Hay & District Dial-a-Ride pays its staff at a rate above the National Minimum Wage and uses a non-contributory pension scheme for members of staff.

Fundraising disclosures

Our fundraising practises are in line with the Fundraising Regulator's regulations, and Powys Association of Voluntary Organisations have confirmed that we are not in breach of these. Hay & District Dial-a-Ride does not contact its members asking for donations, only for their annual membership and Powys Association of Voluntary Organisations has confirmed that this is in order. We do not use a professional fundraiser or commercial participator but rely on volunteers and Friends of Dial-a-Ride to assist with events, and our CEO works on grant applications. During the year no complaints were received in respect of our fundraising practise.

The Board of Trustees remains confident that the services offered by Hay & District Dial-a-Ride are sustainable but recognise changes may be needed and are keeping our financial position under close scrutiny. The charity could not have achieved this without its paid staff, volunteers, benefactors and supporters.

The Trustees are enormously grateful to everyone for their hard work and generosity and look forward to the next year with considerable optimism.

Hay & District Dial-a-Ride

Trustees' Report

Public benefit

Hay & District Dial-a-Ride has a key role to play in the mitigation of rural and social isolation and it is important that we continue to reach out to our community to ensure that people who would benefit from our service are aware.

In an area where there is limited public transport and even less accessible public transport, our essential service enables people to remain independent and stay in their own homes for longer. In addition to the usual hospital and medical journeys, members are also able to connect with local services and social clubs that allow them to participate in community life.

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The Charity's governing documents comprise the Memorandum and an Articles of Association.

Hay & District Dial-a-Ride is an incorporated registered Charity, limited by guarantee. All beneficiaries are members. Active volunteers with the Charity are also accepted as members, their service to the Charity is accepted in lieu of the annual £10 membership fee.

Recruitment and appointment of Trustees

The Trustees of Hay & District Dial-a-Ride must be elected by the membership, although the Board has the power to appoint additional Trustees between AGMs. Any Trustee so appointed must then stand for election at the following AGM.

Induction and training of Trustees

We have a training and induction policy for new Trustees. This policy covers such aspects as the role of the Trustee, the day to day running of the business and the Charity Commission 'The Trustee' documentation. PAVO also offer a Trustee training day.

Arrangements for setting key management personnel remuneration

With only three part-time employees there is no legal obligation for Hay & District Dial-a-Ride to report in relation to gender pay gap. Given the three relevant workers it is not appropriate to report any measure. However, Hay & District Dial-a-Ride is committed to paying the same rate for equal work regardless of gender or any protected characteristic.

Hay & District Dial-a-Ride

Trustees' Report

Reference and Administrative Details

Trustees	Ms E N Bowden Ms M L Fellowes, Chair Mr R Gardiner Ms G P Jones (resigned 20 October 2020) Mrs J Nicholls Mrs P Richardson, Vice Chair Ms M Semple (resigned 10 July 2020) Mrs A M Tong (appointed 20 October 2020) Mrs E Hughes (appointed 9 March 2021)
Senior Management Team	Ms Lesley Moore, Chief Executive Officer
Principal Office	14 Castle Street Hay on Wye Hereford HR3 5DF
Registered Office	14 Castle Street Hay on Wye Hereford HR3 5DF The Charity is incorporated in the United Kingdom.
Company Registration Number	04413914
Charity Registration Number	1152682
Bankers	Barclays Bank plc 9 Bulwark Brecon LD3 7AF Nationwide Building Society Kings Park Road, Moulton Park, Northampton, NW3 6NW
Independent Examiner	King Morter Proud & Co Ltd Kings Arms Vaults Watton Brecon Powys LD3 7EF

Hay & District Dial-a-Ride

Trustees' Report

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of Hay & District Dial-a-Ride for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

The annual report was approved by the Trustees of the Charity on 12 October 2021 and signed on its behalf by:

.....
Ms M L Fellowes
Trustee

.....
Mrs P Richardson
Trustee

Hay & District Dial-a-Ride

Independent Examiner's Report to the trustees of Hay & District Dial-a-Ride

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021 which are set out on pages 9 to 23.

Respective Responsibilities of Trustees and Examiner

As the Charity's Trustees of Hay & District Dial-a-Ride (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 Hay & District Dial-a-Ride 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

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 Hay & District Dial-a-Ride 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.

.....
John Bromley
FCA

Kings Arms Vaults
Watton
Brecon
Powys
LD3 7EF

12 October 2021

Hay & District Dial-a-Ride

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Grants, donations and legacies	3	50,336	5,780	56,116
Other trading activities	4	7,875	292	8,167
Investment income	5	43	-	43
Total income		<u>58,254</u>	<u>6,072</u>	<u>64,326</u>
Expenditure on:				
Raising funds		(20)	-	(20)
Charitable activities	6	<u>(54,442)</u>	<u>(7,129)</u>	<u>(61,571)</u>
Total expenditure		<u>(54,462)</u>	<u>(7,129)</u>	<u>(61,591)</u>
Net income/(expenditure)		3,792	(1,057)	2,735
Transfers between funds		<u>3,556</u>	<u>(3,556)</u>	<u>-</u>
Net movement in funds		7,348	(4,613)	2,735
Reconciliation of funds				
Total funds brought forward		<u>86,513</u>	<u>18,450</u>	<u>104,963</u>
Total funds carried forward	16	<u>93,861</u>	<u>13,837</u>	<u>107,698</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Grants, donations and legacies	3	50,828	-	50,828
Other trading activities	4	15,581	2,913	18,494
Investment income	5	325	-	325
Total income		<u>66,734</u>	<u>2,913</u>	<u>69,647</u>
Expenditure on:				
Raising funds		(1,363)	-	(1,363)
Charitable activities	6	<u>(55,487)</u>	<u>(6,957)</u>	<u>(62,444)</u>
Total expenditure		<u>(56,850)</u>	<u>(6,957)</u>	<u>(63,807)</u>
Net income/(expenditure)		9,884	(4,044)	5,840
Transfers between funds		<u>2,806</u>	<u>(2,806)</u>	<u>-</u>
Net movement in funds		12,690	(6,850)	5,840

The notes on pages 13 to 23 form an integral part of these financial statements.

Hay & District Dial-a-Ride

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Reconciliation of funds				
Total funds brought forward		<u>73,823</u>	<u>25,300</u>	<u>99,123</u>
Total funds carried forward	16	<u>86,513</u>	<u>18,450</u>	<u>104,963</u>

All of the Charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 16.

The notes on pages 13 to 23 form an integral part of these financial statements.

Hay & District Dial-a-Ride
(Registration number: 04413914)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	16,436	22,070
Current assets			
Debtors	12	1,628	1,070
Cash at bank and in hand	13	<u>127,862</u>	<u>90,993</u>
		129,490	92,063
Creditors: Amounts falling due within one year	14	<u>(38,228)</u>	<u>(9,170)</u>
Net current assets		<u>91,262</u>	<u>82,893</u>
Net assets		<u><u>107,698</u></u>	<u><u>104,963</u></u>
Funds of the Charity:			
Restricted income funds			
Restricted funds		13,837	18,450
Unrestricted income funds			
Unrestricted funds		<u>93,861</u>	<u>86,513</u>
Total funds	16	<u><u>107,698</u></u>	<u><u>104,963</u></u>

For the financial year ending 31 March 2021 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the Charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The notes on pages 13 to 23 form an integral part of these financial statements.

Hay & District Dial-a-Ride
(Registration number: 04413914)
Balance Sheet as at 31 March 2021

The financial statements on pages 9 to 23 were approved by the Trustees, and authorised for issue on 12 October 2021 and signed on their behalf by:

.....
Ms M L Fellowes
Trustee

.....
Mrs P Richardson
Trustee

The notes on pages 13 to 23 form an integral part of these financial statements.

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Charity Status

The Charity is limited by guarantee, incorporated in the United Kingdom, and consequently does not have share capital. Each of the Trustees is liable to contribute an amount not exceeding £10 towards the assets of the Charity in the event of liquidation.

The address of its registered office is:

14 Castle Street
Hay on Wye
Hereford
HR3 5DF

The principal place of business is:

14 Castle Street
Hay on Wye
Hereford
HR3 5DF

These financial statements were authorised for issue by the Trustees on 12 October 2021.

2 Accounting Policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Hay & District Dial-a-Ride meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

Exemption from preparing a cash flow statement

The Charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the Charity before the Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the Charity.

Grants receivable

Grants are recognised when the Charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the Charity has unconditional entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

Charitable activities

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the Charity's compliance with constitutional and statutory requirements, including audit, strategic management and Trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor Vehicles	25% Reducing balance basis
Computer Equipment and Software	25% Straight line basis

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the Charity will not be able to collect all amounts due according to the original terms of the receivables.

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the Trustees's discretion in furtherance of the objectives of the Charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The Charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the Charity after deducting all of its liabilities.

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the Charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the Charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the Charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	7,864	-	7,864
Donations from individuals	3,389	-	3,389
Legacies	7,811	-	7,811
Grants, including capital grants;			
Government grants	31,272	5,780	37,052
Total for 2021	<u>50,336</u>	<u>5,780</u>	<u>56,116</u>
Total for 2020	<u>50,828</u>	<u>-</u>	<u>50,828</u>

4 Income from other trading activities

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

	Unrestricted funds General £	Restricted funds £	Total funds £
Trading income;			
Sales of goods and services	1,105	292	1,397
Local fundraising and street collection income	1,977	-	1,977
Membership subscriptions	1,343	-	1,343
Other income from other trading activities	3,450	-	3,450
Total for 2021	7,875	292	8,167
Total for 2020	15,581	2,913	18,494

5 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income;		
Interest receivable on bank deposits	43	43
Total for 2021	43	43
Total for 2020	325	325

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Hay & District Dial a Ride		20,730	2,558	23,288
Depreciation, amortisation and other similar costs		5,634	-	5,634
Staff costs		27,437	4,467	31,904
Governance costs		641	104	745
Total for 2021		54,442	7,129	61,571
Total for 2020		55,487	6,957	62,444

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

**Total
expenditure
£**

In addition to the expenditure analysed above, there are also governance costs of £745 (2020 - £744) which relate directly to charitable activities. See note for further details.

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021	2020
	£	£
Depreciation of fixed assets	<u>5,634</u>	<u>8,120</u>

8 Trustees remuneration and expenses

No Trustees, nor any persons connected with them, have received any remuneration from the Charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

	2021	2020
	£	£
Staff costs during the year were:		
Wages and salaries	29,412	26,269
Social security costs	1,116	676
Pension costs	1,319	795
Other staff costs	<u>57</u>	<u>1,090</u>
	<u>31,904</u>	<u>28,830</u>

The monthly average number of persons (including senior management team) employed by the Charity during the year expressed as full time equivalents was as follows:

	2021	2020
	No	No
Part-time employees	<u>3</u>	<u>3</u>

2 (2020 - 2) of the above employees participated in the Defined Contribution Pension Schemes.

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Notes to the Financial Statements for the Year Ended 31 March 2021

No employee received emoluments of more than £60,000 during the year.

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Notes to the Financial Statements for the Year Ended 31 March 2021

10 Taxation

The Charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost				
At 1 April 2020	2,094	74,561	9,330	85,985
At 31 March 2021	2,094	74,561	9,330	85,985
Depreciation				
At 1 April 2020	2,094	53,211	8,610	63,915
Charge for the year	-	5,338	296	5,634
At 31 March 2021	2,094	58,549	8,906	69,549
Net book value				
At 31 March 2021	-	16,012	424	16,436
At 31 March 2020	-	21,350	720	22,070

12 Debtors

	2021 £	2020 £
Trade debtors	825	467
Other debtors	803	603
	<u>1,628</u>	<u>1,070</u>

13 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	1,063	329
Cash at bank	126,799	90,664
	<u>127,862</u>	<u>90,993</u>

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Notes to the Financial Statements for the Year Ended 31 March 2021

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	626	354
Other creditors	28,180	6,455
Accruals	5,056	2,361
Deferred income	4,366	-
	38,228	9,170

Included in deferred income is the amount of £4,366 in grant funding. This has been allocated to the replacement cost of the minibus in future years.

15 Pension and other schemes

Defined contribution pension scheme

The Charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £1,319 (2020 - £796).

16 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
General	86,513	58,254	(54,462)	3,556	93,861
Restricted funds	18,450	6,072	(7,129)	(3,556)	13,837
Total funds	104,963	64,326	(61,591)	-	107,698

Hay & District Dial-a-Ride

Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
General	73,823	66,734	(56,850)	2,806	86,513
Restricted funds	<u>25,300</u>	<u>2,913</u>	<u>(6,957)</u>	<u>(2,806)</u>	<u>18,450</u>
Total funds	<u>99,123</u>	<u>69,647</u>	<u>(63,807)</u>	<u>-</u>	<u>104,963</u>