

Registration number SC200686

**Annandale Community Transport Services
Company limited by guarantee**

Directors' report and financial statements

for the year ended 31st March 2018

Annandale Community Transport Services
Company limited by guarantee

Company information

Directors	Mr J Dewar Mr F Davis Mr G Kitt Mr E Jensen Madam McKerrell of Hillhouse Mr J Scott Mr W Fergie Mr P Farrell Miss H Crichton Mr D Card
Secretary	Ms J.Saunders
Company number	SC200686
Charity number	SC029660
Registered office	72 - 74 High Street Lockerbie DG11 2AA
Independent Examiners	Carson & Trotter Chartered Accountants 123 Irish Street Dumfries DG1 2PE
Business address	72-74 High Street Lockerbie Dumfriesshire DG11 2AA

Annandale Community Transport Services
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Annandale Community Transport Services
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Directors' report
for the year ended 31st March 2018

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report and the financial statements for the year ended 31st March 2018.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Objectives and activities

The Company activities in the year under review were charitable, in line with the objects:

The provision of community transport and other services for the inhabitants of Annandale and the surrounding areas in need by reason of disablement, poverty, social or economic circumstances.

Annandale Community Transport Services provides vehicle hire for community groups and individuals in need, a programme of weekly day trips, driver and passenger assistant training and other services designed to meet the transport needs identified in the community.

Achievements and performance

At the AGM on 7/11/17 a special resolution was passed changing the Company name to Annandale Community Transport Services (ACTS). The Board were keen to emphasise the community emphasis of the services provided and to avoid confusion with a local haulage company. The name change provided the opportunity to refresh the vehicle livery and company paperwork. ACTS currently provides three 16-seater minibuses, a 14 seater minibus, a 12-seater minibus and four community cars for use by the community. In February a 16 seater minibus was sold and is due to be replaced in June 2018. In March 2018, ACTS purchased a pre-owned VW Caddy providing 4 passenger seats and space for a passenger travelling in a wheelchair, this was funded from the Vehicle reserve fund. All 4 cars and 4 of the minibuses are wheelchair accessible. Buses are based at Moffat, Lockerbie, Annan and Gretna. Following a review of vehicle use, the minibus based at Langholm was relocated to Lockerbie however Langholm groups can still access an ACTS minibus from other vehicle bases and the return mileage is not charged.

At 31st March 2018 the organisation had 137 group members and 58 individual members. There were 713 minibus hires providing 17,240 passenger journeys, 1,398 of which were passengers with disability, and 88 day trips providing 1,844 passenger journeys over the accounting period. The community cars were hired 462 times providing 1,186 passenger journeys, 832 of which were passengers with disability. Evaluations sent to both registered members and day trip passengers demonstrated a high level of satisfaction with the services provided.

There are a core of 35 volunteer drivers who drive for day trips, maintenance journeys and for groups and individuals without their own driver. ACTS does not employ any drivers and therefore all services are provided on a volunteer basis. ACTS provided minibus driver training for 42 drivers, 16 of which was refresher training, over the accounting year. There are 4 trainers able to deliver Minibus Driver training. ACTS participated in a scheme from the Scottish Government to train trainers to deliver D1 driver training. One existing trainer undertook this training but under the regulations is unable to deliver the training for 3 years. A second trainer was recruited who already had D1 training but needed Trainer training and is now able to deliver D1 training.

ACTS continues to work to secure funding for the future. Dumfries & Galloway Council allocated £100k to the creation of a Public Social Partnership for Community Transport including the Council, SWESTRANS, the NHS and other CT providers. As part of this various pilots are being run, one of which is for ACTS to provide subsidised transport to out of region hospital appointments. This has proved essential for those not eligible for Scottish Ambulance Transport and more drivers are being recruited to deliver the service. ACTS has also offered flat rate fares to take residents of Annandale & Eskdale to Dumfries hospital; this will form another future pilot for the PSP. The challenge of driver licensing restrictions for drivers who passed their driving test after 1/1/1997 continues. This category of driver (known as non-D1 drivers) does not have full entitlement to drive minibuses (there are some limited exceptions). Although ACTS has offered free D1 training through the PSP there has been no take up. This is believed to be due to the huge commitment needed to complete the training which is beyond what volunteers are prepared to do. The review into Section 19 permits and driver licensing is still underway and we are unsure what impact new regulations will have on existing operations.

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Directors' report
for the year ended 31st March 2018

ACTS employs 3 members of office staff (2 full time equivalent) to provide administrative services and carry out the day to day running of the organisation. A fourth, part time member of staff, the Vehicle Condition Assistant, cleans and checks the vehicles (3 per week). The office is based in Lockerbie in the same building as the Dumfries & Galloway Handyvan Service. This location gives ACTS a prominent position on Lockerbie High Street and it has increased the number of visitors.

The 4 sub committees meet throughout the year:-

Personnel/Grievance Group

Strategy/Finance Group

Marketing/Press Group

Fleet Management Group

Financial review

At the end of 2017-2018 the organisation is solvent, as indicated in the Accounts attached to this Report; the organisation has applied for sufficient funding for the period 2018 - 2019 to meet ongoing costs. Funding is currently sourced on a year by year basis and this has an impact on the ability of ACTS to plan for the future. The Board remains committed to delivering transport services. There was a deficit of £23,243 for the year compared to a surplus of £44,538 in 2017. At 31st March 2018 unrestricted reserves were £141,630 and total reserves £169,866.

Reserves policy

The company receives core funding grants from Dumfries & Galloway Council, which form part of the company's unrestricted funds. Reserves are at a level appropriate to meet ongoing running costs for each quarter pending recovery of grant from Dumfries & Galloway Council.

The directors have identified the need to maintain a reserve sufficient to cover the costs of approximately three months expenditure relating to overhead costs, estimated at £30,000. They have also designated £35,000 for the replacement & improvement of vehicles. Unrestricted reserves as at 31st March 2018 are in addition to these amounts.

Structure, governance and management

Annandale Community Transport Services (formerly Annandale Transport Initiative) was constituted as a company limited by guarantee and not having a share capital on 12th October 1999 and is governed by a Board of Directors. Directors are appointed in accordance with the terms of the Memorandum and Articles of Association.

Recruitment and appointment

Under the requirements of the Memorandum and Articles of Association the directors are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The elected directors all represent member groups or individuals to ensure that the needs of the members are reflected in the governing body. The directors bring a range of skills to the organisation ranging from business and vehicle experiences and expertise to an understanding of issues facing elderly and disabled groups. In the event of particular skills being required or lost to the organisation, individuals are approached to offer themselves for election to the Management Committee: if they do not represent a member there are two spaces for co-opted directors. One of these spaces has been used to co-opt Mr G Kitt for his financial expertise.

Induction and training

New directors are provided with a full induction pack covering operational policies, the organisation and its structure, the business plan and financial information; there is also a briefing by the Manager. Information is also provided about the roles and responsibilities of directors. Directors are encouraged to visit the office base to get a fuller understanding of the work of the charity and have undertaken to participate in regular training where deemed necessary.

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Directors' report
for the year ended 31st March 2018

Risk management

The directors have assessed the major risks to which the charity is exposed in particular those related to the operations and financing of the company and are satisfied that systems are in place to mitigate these risks. All drivers are trained to a nationally recognised standard (Minibus Driver Awareness Scheme Training). Procedures are in place to ensure compliance with health and safety of staff, volunteers and passengers. Workstation assessments have been carried out and will be regularly reviewed. The organisation is funded until March 2019 and the Finance Sub Committee continues to investigate future funding opportunities.

Organisational structure

The Board of Directors of up to 14 members meet on a monthly basis and are responsible for the strategic direction and policy of the charity. Within the board of directors there are four sub-committees focusing on Personnel, Strategy, Marketing and Finance, who along with the Manager report back to the Board of Directors with recommendations for action. There is also an ad hoc vehicle purchase sub committee which meets as required.

Reference and administration details

Charity Number: SC029660

Company Number: SC200686

Registered Office: 72-74 High Street, Lockerbie, DG11 2AA

Independent Examiners: Gillian Gray BAcc CA
Carson & Trotter, Chartered Accountants
123 Irish Street, Dumfries, DG1 2PE

Company Secretary: Ms J Saunders

The directors as at 31st March 2018 were as follows. All served throughout the year unless otherwise shown.

Mr W Fergie	Chairperson
Mr J Dewar	Vice Chairperson
Mr G Kitt	Treasurer
Mr E Jensen	
Madam McKerrell of Hillhouse	
Mr J Scott	
Miss H Crichton	
Mr J Nisbet	Resigned 11th July 2018
Mr F Davis	
Mr P Farrell	

Annandale Community Transport Services
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Directors' report
for the year ended 31st March 2018

Statement of directors' responsibilities

The trustees (who are also directors of Annandale Community Transport Services for the purposes of company law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP (FRS102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company Exemptions

This report is prepared in accordance with the special provisions of Section 415A of the Companies Act 2006 relating to small companies.

This report was approved by the Board on and signed on its behalf by

Ms J Saunders
Secretary

Annandale Community Transport Services
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Independent Examiner's Report to the Directors of
Annandale Community Transport Services

I report on the accounts of the charity for the year ended 31st March 2018 which are set out on pages 6 to 16.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44 (1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

a. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;

have not been met; or

b. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Gray BAcc C.A.
Carson & Trotter
Chartered Accountants
123 Irish Street
Dumfries
DG1 2PE

Date:

Annandale Community Transport Services
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Statement of Financial Activities (incorporating Income and Expenditure Account)
for the year ended 31st March 2018

	Notes	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Income from:					
Donations and legacies	2	68,340	-	68,340	65,915
Investment income	3	718	-	718	961
Charitable activities	4	58,165	-	58,165	125,678
Total Income		127,223	-	127,223	192,554
Expenditure on:					
Charitable activities	5	150,379	-	150,379	146,170
Other expenditure	6	430	-	430	624
Total Expenditure		150,809	-	150,809	146,794
Net income/(expenditure) for the year before gains/(losses)	7	(23,586)	-	(23,586)	45,760
Transfers					
Gross transfers between funds		-	-	-	-
Other recognised gains/(losses):					
Other gains/(losses)		343	-	343	(1,222)
Net movement in funds		(23,243)	-	(23,243)	44,538
Reconciliation of funds:					
Fund Balance Brought Forward at 1st April 2017		164,873	28,236	193,109	148,571
Fund Balance Carried Forward at 31st March 2018		141,630	28,236	169,866	193,109

The notes on pages 9 to 16 form an integral part of these financial statements.

Annandale Community Transport Services
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Company Number SC200686

Balance sheet
as at 31st March 2018

		2018		2017	
Notes	£	£	£	£	£
Fixed assets					
Tangible assets	11		97,251		121,703
Current assets					
Debtors	12	14,538		25,133	
Cash at bank and in hand		87,560		78,489	
		102,098		103,622	
Creditors: amounts falling due within one year	13	(5,831)		(6,752)	
Net current assets			96,267		96,870
Total net assets excluding pension liability			193,518		218,573
Pension scheme liability			(23,652)		(25,464)
Net assets			169,866		193,109
The funds of the charity:					
Unrestricted					
General fund	14		2,105		(13,290)
Designated fund	14		139,525		178,163
Restricted fund					
Restricted fund	14		28,236		28,236
Total charity funds			169,866		193,109

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

The notes on pages 9 to 16 form an integral part of these financial statements.

Annandale Community Transport Services
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Balance sheet (continued)

Directors' statements required by Section 475
for the year ended 31st March 2018

For the year ending 31st March 2018 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

(a) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section Section 476 ;

(b) the directors' acknowledge their responsibilities for complying with the requirements of the act with respect to accounting records and the preparation of accounts.

The financial statements were approved and authorised for issue by the Board on and signed on its behalf by

Company registration number: SC200686

W Fergie
Director

The notes on pages 9 to 16 form an integral part of these financial statements.

Annandale Community Transport Services

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Notes to the financial statements
for the year ended 31st March 2018

1. Summary of significant accounting policies

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.

1.1. General information and basis of preparation

Annandale Community Transport Services is a company limited by guarantee registered in Scotland. 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 directors report.

The financial statements are 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 (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Annandale Community Transport Services meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

1.2. Income recognition

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Investment income is recognised on a receivable basis.

No amount is included in the financial statements for volunteer time in line with SORP (FRS102).

1.3. Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds 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.

1.4. Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity and includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. The activity of the charity is providing community transport and as such all support costs are allocated to this activity.

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Notes to the financial statements
for the year ended 31st March 2018

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1.5. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Computer equipment	-	Straight line over 3 years
Fixtures & equipment	-	25% Reducing balance
Motor vehicles	-	25% Reducing balance

1.6. Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

1.7. Pensions

The company participates in a multi-employer defined benefit scheme. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for it as a defined contribution scheme.

1.8 Taxation

The Company has charitable status for taxation purposes and accordingly it is not liable to Corporation Tax.

2. Donations and legacies

	Unrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	£	£	£	£
Core grants received				
Grant income	41,800	-	41,800	44,000
Bus Services Operators Grant	16,070		16,070	17,479
	<u>57,870</u>	<u>-</u>	<u>57,870</u>	<u>61,479</u>
Other donations				
Membership fees	4,579	-	4,579	4,119
Donations	5,891	-	5,891	317
	<u>10,470</u>	<u>-</u>	<u>10,470</u>	<u>4,436</u>
	<u>68,340</u>	<u>-</u>	<u>68,340</u>	<u>65,915</u>

Of the income from donations and legacies receivable in 2017, £65,915 was unrestricted.

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Notes to the financial statements
for the year ended 31st March 2018

..... continued

3. Investment income

	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
Bank interest received	718	-	718	961
	<u>718</u>	<u>-</u>	<u>718</u>	<u>961</u>

Of the investment income in 2017, £961 was unrestricted.

4. Income from charitable activities

	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
Grant & donation income - Minibus	-	-	-	63,790
	<u>-</u>	<u>-</u>	<u>-</u>	<u>63,790</u>
Other charitable income				
Hires	30,556	-	30,556	32,325
Fares	7,706	-	7,706	9,026
MIDAS / PATS training	5,009	-	5,009	3,575
Administration recharges	1,913	-	1,913	3,234
Expense recharges	12,981	-	12,981	13,578
Other income	-	-	-	150
	<u>58,165</u>	<u>-</u>	<u>58,165</u>	<u>61,888</u>
	<u>58,165</u>	<u>-</u>	<u>58,165</u>	<u>125,678</u>

Of the income from charitable activities receivable in 2017, £63,790 was restricted and £61,888 was unrestricted.

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Notes to the financial statements
for the year ended 31st March 2018

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5. Analysis of expenditure on charitable activities:

	Activities Undertaken Directly	Support & Governance Costs	2018 Total	2017 Total
Community Transport Provision	149,095	1,284	150,379	146,170

Support & governance costs include the following:

	Community Transport 2018	Community Transport 2017
Accountancy and BSOG fee	1,122	1,110
Director expenses	111	314
Room hire	51	95
	<u>1,284</u>	<u>1,519</u>

Of the expenditure on charitable activities in 2017, £146,170 was unrestricted.

6. Other expenditure

	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
Unwinding of discount factor	430	-	430	624
	<u>430</u>	<u>-</u>	<u>430</u>	<u>624</u>

Of the other expenditure in 2017, £624 was unrestricted.

7. Net income/(expenditure) for the year

	2018 £	2017 £
Net income/(expenditure) for the year is stated after charging:		
Depreciation and other amounts written off tangible assets	29,322	26,840
Loss on disposal of tangible fixed assets	2,672	-
	<u>29,994</u>	<u>26,840</u>

8. Independent examiners remuneration

The independent examiners remuneration amounts to an independent examination fee of £925 (2017 £925) and accountancy services of £160 (2017 £160).

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Notes to the financial statements
for the year ended 31st March 2018

..... continued

9. Employees

	2018	2017
Number of employees	Number	Number
The average monthly numbers of employees during the year were:	<u>4</u>	<u>5</u>
Employment costs	2018	2017
	£	£
Wages and salaries	46,362	50,333
Other pension costs	<u>7,431</u>	<u>7,299</u>
	<u>53,793</u>	<u>57,632</u>

Directors received no remuneration (2017 - nil) in the year but two directors received re-imbusement of expenses amounting to £314 (2017 - £314).

No employees had employee benefits in excess of £60,000.

Annandale Community Transport Services

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Notes to the financial statements
for the year ended 31st March 2018

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10. Pension costs

The Company participates in the Scottish Voluntary Sector Pension Scheme (the Scheme). The Scheme is a multi-employer defined benefit (DB) pension scheme. The Scheme is funded and was contracted-out of the State scheme until 31 March 2010, when the Scheme was closed to future accrual.

The Scheme operated a single benefit structure, final salary with a 1/60th accrual rate until 30 September 2007. From October 2007 there were two benefit structures available, final salary with a 1/60th accrual rate and final salary with an 1/80th accrual rate, until the date of Scheme closure on 31 March 2010.

The Scheme closed to future accrual on 31 March 2010. There is currently no intention to wind-up the Scottish Voluntary Sector Pension Scheme and it continues in paid-up form.

The Trustee commissions an actuarial valuation of the Scheme every three years. The main purpose of the valuation is to determine the financial position of the Scheme in order to determine the level of future contributions required so that the Scheme can meet its pension obligations as they fall due.

A full actuarial valuation for the scheme was carried out at 30 September 2011. This valuation showed assets of £66.21m, liabilities of £95.04m and a deficit of £28.83m.

A further full actuarial valuation for the scheme was carried out at 30 September 2014. This valuation showed assets of £88.22m, liabilities of £122.15m and a deficit of £33.93m. To eliminate this funding shortfall, the Trustee asked the participating employers to pay additional contributions to the scheme.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the scheme liabilities. Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate of 2.01% (2017 1.76%) which are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

Reconciliation of provision at present value

	31st March 2018	31st March 2017
	£	£
Provision at start of period	25,464	25,462
Unwinding of discount factor (interest expense)	430	624
Deficit contribution paid	(1,899)	(1,844)
Remeasurements - impact of change in assumptions	(343)	1,222
Remeasurements - amendments to contributions schedule	-	-
Provision at end of period	<u>23,652</u>	<u>25,464</u>

Annandale Community Transport Services

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Notes to the financial statements
for the year ended 31st March 2018

..... continued

11. Tangible fixed assets	Computer equipment	Fixtures & equipment	Motor vehicles	Total
	£	£	£	£
Cost				
At 1st April 2017	7,969	5,785	273,974	287,728
Additions	709	-	10,840	11,549
Disposals	-	-	(38,831)	(38,831)
At 31st March 2018	<u>8,678</u>	<u>5,785</u>	<u>245,983</u>	<u>260,446</u>
Depreciation				
At 1st April 2017	6,968	4,359	154,698	166,025
On disposals	-	-	(32,152)	(32,152)
Charge for the year	819	356	28,147	29,322
At 31st March 2018	<u>7,787</u>	<u>4,715</u>	<u>150,693</u>	<u>163,195</u>
Net book values				
At 31st March 2018	<u>891</u>	<u>1,070</u>	<u>95,290</u>	<u>97,251</u>
At 31st March 2017	<u>1,001</u>	<u>1,426</u>	<u>119,276</u>	<u>121,703</u>

12. Debtors: all receivable within one year	2018	2017
	£	£
Trade debtors	14,228	13,086
Other debtors	310	12,047
	<u>14,538</u>	<u>25,133</u>

13. Creditors: amounts falling due within one year	2018	2017
	£	£
Trade creditors	4,335	5,358
Other taxes and social security costs	471	469
Accruals and deferred income	1,025	925
	<u>5,831</u>	<u>6,752</u>

Annandale Community Transport Services
Company limited by guarantee

Notes to the financial statements
for the year ended 31st March 2018

..... continued

14. Funds

	Funds at 1st April 2017	Income	Expenditure	Transfers	Gains/ (losses)	Funds at 31st March 2018
	£	£	£	£	£	£
Unrestricted funds:						
- general	(13,290)	127,223	150,809	38,638	343	2,105
- designated	178,163	-	-	(38,638)	-	139,525
Restricted funds	28,236	-	-	-	-	28,236
	<u>193,109</u>	<u>127,223</u>	<u>150,809</u>	<u>-</u>	<u>343</u>	<u>169,866</u>

15. Designated funds

	2018 £
a) Capital funding grants	80,365
b) Vehicle Replacement & Improvement Fund	29,160
c) General Provision Fund	30,000
	<u>139,525</u>

- a) Grants received for the purchase of vehicles are shown in the Balance Sheet as a designated fund and released to the Statement of Financial Activities in the same proportions as depreciation.
b) Funds designated for the purchase of new vehicles or improvements to existing vehicles.
c) This represents a provision for approximately 25% of overhead expenditure.

16. Analysis of net assets between funds

	Tangible fixed assets £	Other net assets £	Total £
Unrestricted funds	97,251	44,379	141,630
Restricted funds	-	28,236	28,236
	<u>97,251</u>	<u>72,615</u>	<u>169,866</u>

17. Related party transactions

No transactions with related parties were undertaken during the year.