



**Cuckmere Community Bus Ltd**

**(Registered Charity 1120494)**

**Trustees' Report and Accounts**

**31 December 2021**

# Cuckmere Community Bus Ltd

## 2021 Report and Accounts

### Contents

#### Page

2	Contents
3	Legal and Administrative Details
4	Annual Review
7	Independent Examiner's Report
8	Income & Expenditure Account
9	Balance Sheet
10	Funds Flow Statement
11	Notes to the Accounts
14	Graphs – 5 year trends
15	Our Buses – Past & Present

**Cuckmere Community Bus Ltd**  
**Annual Report**  
**for year ended 31 December 2021**

**Legal and Administrative Details**

**Legal Status**

- company/charity name - Cuckmere Community Bus Ltd
- England & Wales Charity Commission register number 1120494
- England & Wales Registrar of Companies register number 06032000
- trading name - Cuckmere Buses

**Objects**

The object of the Company is to provide a community bus and a community transport service, including private hire, for such of the inhabitants of East and West Sussex and the City of Brighton and Hove who are in need of such a service because of age, sickness or disability (mental or physical), or poverty, or because of a lack of availability of adequate and safe public passenger services.

**Trustees/Directors**

Philip Montague Ayers	Stewart Colin Fuller
John Howard Bunce (to 24 June 2021)	Nicholas Brian Price (from 15 February 2021)
Andrew John Cottingham	Beryl Anne Smith
Susan Olave de Angeli	

**Principal Address**

The Old Rectory  
Litlington  
Polegate  
East Sussex  
BN26 5RB

**Bankers**

Barclays Bank plc                      Co-operative Bank plc                      CCLA Fund Managers

**Independent Examiner**

Nigel Butten FCA

# **Cuckmere Community Bus Ltd**

## **Annual Review**

### **for year ended 31 December 2021**

The Trustees, who are also Directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021.

#### **Review of Activities**

Cuckmere Buses is the trading name for Cuckmere Community Bus Ltd (CCB), an incorporated charity based in Berwick, East Sussex. It has been running for 45 years supplementing existing bus services and providing bus links for village residents throughout the Cuckmere Valley area to their nearest towns for shopping, for appointments, or for social activities.

OUR VISION is being the Community Bus service of choice in our area, and OUR MISSION is providing a safe, reliable, and courteous local bus, serving those rural and urban communities in our part of East Sussex not served by commercial companies.

CCB is run entirely by volunteers; there are no employees. We have some 45 volunteer drivers and some 10 additional volunteers who all help run the fleet of 16-seater low-floor Mercedes mini-buses. The drivers are trained to MiDAS standards (Minibus Driver Awareness Scheme) and are reassessed every four years. They all have D1 classification on their licence. The value of volunteers to the organisation cannot be overestimated, in terms of community support and company viability. In addition to over 20 weekly timetabled services, requiring nearly twice as many half-day shifts, the company operates summer leisure services and offers private hire facilities. We also provide special annual services for the International Tennis in Eastbourne, and the Charleston festivals. CCB remains a busy voluntary organisation and always needs new volunteers. The recruitment programme scheduled for last year stalled owing to covid-19 but restarted at the end of this year and will continue into next.

2021 was again a difficult year owing to the coronavirus. The year started with covid related national restrictions, and we didn't return to providing full services until April. Passenger numbers were understandably slow to recover and whilst the numbers were growing the Omicron variant of Covid hit and had a detrimental impact on the recovery. Passenger numbers had not recovered to 2019 pre-pandemic levels at the year-end, and it may be some time into 2022 before they do so. Buses continued to be regularly sanitised and face masks were required when travelling, in accordance with government guidelines. For the year, we ran 101,600 (2020, 67,600) miles and catered for some 38,700 (2020, 30,000) passenger journeys.

The charity sold two of its older vehicles during the year and took delivery of a new bus in June, all as part of a bus replacement programme. Additionally, a third vehicle was an insurance write off following an electrical fire in the engine compartment. A new bus was due for delivery at the end of the year but owing to the global shortage of semiconductor parts, this has been delayed until early 2022. The next acquisition on the replacement programme is in 2023 and with the current commitment to leasing it will need to be funded primarily by grant/donation receipts after an initial priming with available internal resources. At the end of the year the Trustees agreed to set up an

## **Cuckmere Community Bus Ltd**

### **Annual Review**

### **for year ended 31 December 2021 (cont)**

unrestricted bus replacement reserve fund and to embark on a specific fundraising initiative early in 2022.

A significant amount of ongoing roadworks and road closures, particularly at Polegate, Drusillas roundabout, and Wilmington crossroads caused some major challenges during the year. These ranged from rescheduled and re-routed services, and related loss of revenue, to issues in transporting drivers to/from shift changeovers points. An extra support vehicle was acquired during the year to help with these changeover difficulties. Hopefully, once completed, the new road layouts will improve service times. National fuel shortages in September forced the cancellation of some afternoon and weekend leisure services in order to sustain at least a reliable weekly service to all the communities we serve; luckily this fuel shortage was short-lived.

The charity operates efficiently to a high standard under the control of the Board of Trustees who met formally on four occasions during the year, all remotely. They reviewed operations of the company, its financial position, and the outlook for the future. Covid-19 implications were a continuing focus item. In addition, two Stakeholder meetings consisting of representatives of parish and town councils and company officers were held, plus the AGM in April, all remotely. The usual annual social gathering of drivers was again cancelled owing to the pandemic, but regular remote meetings were held with drivers to monitor resource availability, passenger levels and services operated. Feedback and views from drivers are paramount as they provide the charity's front-line contact with passengers.

The trustees have complied with their duty to have due regard to the charity commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

#### **Financial Performance**

The financial statements are included on pages 8 to 13. All income and expenditure are related to unrestricted funds; there are no restricted nor endowment funds.

Central and local government continued covid-related support for bus operators generally during the year by continuing to pay existing fuel rebate grants and concessionary travel fares based on pre-covid levels. The coronavirus support grant introduced by the Department for Transport in 2020 ended in August; a follow-on grant scheme was not taken up by CCB owing to deemed de minimis benefits. These government support initiatives, together with our volunteer capacity avoiding staff costs and related overheads, plus reduced maintenance costs owing to less mileage and the younger fleet, all helped the charity maintain a viable operating financial position.

With a gross income of £220,739 (2020, £176,946) and expenditure of £187,978 (2020, £177,008), the year ended with a surplus of £32,761 (2020, deficit £62). Year-end net assets amounted to £264,313 (2020, £231,552) including cash at bank of £149,005 (2020, £94,738). The charity operates a policy of holding cash reserves to meet projected cash outlays taking account of sourcing requirements for acquisitions under its bus replacement programme. Funds not required in the short term are held in

## **Cuckmere Community Bus Ltd**

### **Annual Review**

### **for year ended 31 December 2021 (cont)**

an appropriate deposit account. At the end of the year the Trustees agreed to transfer £43,000 (2020, nil) to an unrestricted bus replacement reserve fund for future bus acquisitions.

A high-level five-year trend of finances, passengers and miles run is shown graphically on page 14.

The Trustees have not identified any uninsured major risks to which the charity is exposed.

#### **Going Concern**

The Trustees have considered the consequences of covid and other events and conditions, and have determined that, whilst significant, they do not create a material uncertainty that casts major doubt upon the charity's ability to continue as a going concern.

#### **Forward View**

In addition to maintaining a strong operational business base for the charity, our focus over the coming year will be threefold. First, to rebuild patronage numbers so we can provide support to the same or greater level of deserving passengers we helped pre-pandemic. Secondly, to build cash reserve for the outright purchase of a replacement bus in 2023, and thirdly, to continue with the recruitment programme to increase the overall number of volunteer drivers.

#### **Acknowledgements**

We are a successful business in meeting our mission and as always, thanks go to our volunteer drivers, our regular passengers, to everybody involved in the day to day running of the organisation, and to Berwick Service Station for keeping the buses well maintained. Particular thanks also go to the individuals and local authorities who made donations to the charity during a difficult year. A summary of donation support is listed on page 12 of this report. Thank you all.

#### **And finally ....**

It was with sadness we recorded the passing of John Bunce, Operations Director, in June. He was with CCB for over 20 years and his hard work and commitment helped grow the business to what it is today. He will be missed by us all.

**Beryl Smith - Chairman**  
**28 March 2022**

## **Cuckmere Community Bus Ltd Independent Examiner's Report**

I report to the Board of Directors/Trustees on my examination of the accounts of Cuckmere Community Bus Ltd for the year ended 31 December 2021.

As the Trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (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 in any material respect:-

- 1) accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2) the accounts do not accord with those records

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.

**NA Butten  
Independent Examiner  
28 February 2022**

**Cuckmere Community Bus Ltd**  
**Income & Expenditure Account**  
**for the year ended 31 December 2021**

		£	
	Notes	2021	2020
<b>Income</b>			
Passenger Services	2	155,752	152,331
Grants & Donations	3	24,071	20,318
Private Hire & Special Events		5,604	1,830
Other income	4	35,312	2,467
<b>Total Income</b>		<b><u>220,739</u></b>	<b><u>176,946</u></b>
<b>Expenditure</b>			
Servicing, Repairs & Cleaning		(49,549)	(52,446)
Depreciation	5/6	(60,360)	(45,577)
Licences & Insurance		(22,610)	(29,604)
Operations		(27,329)	(28,688)
Diesel (net of BSOG)		(15,956)	(5,924)
Administration		(12,174)	(14,769)
<b>Total Expenditure</b>		<b><u>(187,978)</u></b>	<b><u>(177,008)</u></b>
<b>Surplus (Deficit) for the year</b>		<b>32,761</b>	<b>(62)</b>
Opening reserves		231,552	231,614
<b>Closing reserves (per Balance Sheet)</b>		<b><u>264,313</u></b>	<b><u>231,552</u></b>



**Cuckmere Community Bus Ltd**  
**Balance Sheet**  
**at 31 December 2021**

	Notes	2021	£	2020
<b>Tangible Fixed Assets</b>	7	<b>314,732</b>		<b>326,044</b>
<b>Current Assets</b>				
Debtors	8	5,745	27,788	
Cash at Bank	9	<u>149,005</u>	<u>94,738</u>	
		154,750	122,526	
Prepayments and Accrued Income		13,182	2,944	
<b>Total Current Assets</b>		<b><u>167,932</u></b>	<b><u>125,470</u></b>	
<b>Creditors due within one year</b>				
Amounts falling due within one year	10	(47,291)	(37,015)	
Accruals and deferred income		(64,660)	(60,605)	
Unamortised grants for purchase of assets	6	(36,412)	(58,804)	
<b>Total Creditors due within one year</b>		<b><u>(148,363)</u></b>	<b><u>(156,424)</u></b>	
<b>Net Current Assets (liabilities)</b>		19,569		(30,954)
<b>Total Assets less current liabilities</b>		<b><u>334,301</u></b>		<b><u>295,090</u></b>
<b>Creditors due after one year</b>	10	<b>(69,988)</b>		<b>(63,538)</b>
<b>Total net assets</b>		<b><u>264,313</u></b>		<b><u>231,552</u></b>
<b>Funds of the Charity</b>				
Unrestricted funds - general		221,313	231,552	
Unrestricted funds - asset replacement		43,000	0	
<b>Total Unrestricted Funds</b>		<b><u>264,313</u></b>		<b><u>231,552</u></b>

- the company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to the small companies
- the members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006
- the directors acknowledge their responsibilities for complying with the requirements of the Companies 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 Report and Accounts were approved by the Board on 28 March 2022

**Beryl Smith**  
**Trustee/Director**

**Stewart Fuller**  
**Trustee/Director**

**Cuckmere Community Bus Ltd**  
**Funds Flow Statement**  
**for year ended 31 December 2021**

	Notes	2021	£	2020
<b>Surplus (Deficit) for the year</b>		32,761		(62)
<b>add back Depreciation (net)</b>	5	60,360		45,577
<b>less Other Income</b>	4	(35,312)		(2,467)
<b>Cash from Trading</b>		<u>57,809</u>		<u>43,048</u>
<b>Other Income</b>	4	35,312		2,467
<b>Movement in fixed assets</b>				
Acquisitions	7	(101,700)	(192,243)	
Proceeds of disposal (NBV before surplus)	7	<u>30,260</u>	<u>50</u>	
		(71,440)		(192,193)
<b>Movement in Working Capital</b>				
Debtors		22,043	(16,752)	
Prepayments		(10,238)	11,517	
Creditors		<u>11,498</u>	<u>18,905</u>	
		23,303		13,670
<b>Movement in Loans</b>				
New debt		60,000	87,434	
Interest		6,736	8,483	
Payments		<u>(57,453)</u>	<u>(31,615)</u>	
		9,283		64,302
<b>Movement in Funds in the Year</b>		<u>54,267</u>		<u>(68,706)</u>
<b>Cash at Bank</b>				
Opening		94,738	163,444	
Movement in Funds (as above)		<u>54,267</u>	<u>(68,706)</u>	
Closing (per Balance Sheet)		<u>149,005</u>	<u>94,738</u>	

**Cuckmere Community Bus Ltd**  
**Notes to the Accounts**  
**for year ended 31 December 2021**

**1. Accounting Policies**

**1.1 Basis of Accounting** - these accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s). Income and expenditure are accounted for on an accruals basis.

**1.2 Income** - is recognised in the accounts when the charity becomes entitled to the resources and is shown exclusive of VAT. The significant value of voluntary help received is not included in the accounts but is described in the trustees' annual report. Debtors are measured at settlement amounts less any trade discounts.

**1.3 Expenditure** - liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to pay out resources, and the amount of the obligation can be measured with reasonable certainty. Creditors are measured at settlement amounts less any trade discounts.

**1.4 Tangible Fixed Assets** - are recorded at cost and subsequently stated at cost less accumulated depreciation and accumulated impairment losses. Depreciation is calculated to write off the cost of an asset, less its estimated residual value, over the prudent useful economic life of that asset on a straight-line basis. Capital grants supporting fixed asset acquisitions are released to revenue account on a straight-line basis over the life of the related asset class and reduce the annual total depreciation charge.

**1.5 Hire Purchase Agreements** - assets are capitalised as tangible fixed assets and depreciated over their useful lives. The capital element of future finance payments is included within creditors; finance charges are allocated to accounting periods over the length of the contract.

**1.6 Fund Accounting** - unrestricted funds (including designated funds) may be used in accordance with the charitable objectives of the charity at the discretion of the trustees.

**Cuckmere Community Bus Ltd**  
**Notes to the Accounts**  
**for year ended 31 December 2021 (cont)**

	<b>2021</b>	<b>2020</b>
		£
<b>2 Passengers Services</b>		
Concessionary Fares	123,912	122,998
Ticket Fares	11,523	6,364
Support from:		
East Dean & Friston PC	1,568	1,218
ESCC/B&H	12,591	12,580
Hailsham Town Council	5,858	8,871
Polegate Town Council	300	300
	<u><b>155,752</b></u>	<u><b>152,331</b></u>
<b>3 Grants and Donations</b>		
Town and Parish Councils		
Alfriston	200	150
Arlington	100	100
Berwick	100	100
Chalvington & Ripe	-	125
Cuckmere Valley	250	250
East Dean & Friston	500	500
Heathfield & Waldron	500	500
Herstmonceux	1,000	-
Long Man	150	150
Pevensey	-	-
Polegate	200	200
Seaford	2,000	2,000
Westham	100	100
Willingdon & Jevington	800	800
	<u>5,900</u>	<u>4,975</u>
ESCC	2,430	2,430
Wealden District Council	5,500	5,500
Passenger donations	6,898	5,431
Other donations	3,343	1,982
	<u><b>24,071</b></u>	<u><b>20,318</b></u>
<b>4 Other Income</b>		
Covid Support from DfT	25,900	-
Surplus on disposal of fixed assets	9,407	2,250
Bank interest	5	217
	<u><b>35,312</b></u>	<u><b>2,467</b></u>
<b>5 Depreciation</b>		
Charge in year	82,752	67,957
less amortisation of grant in year (note 6)	<u>(22,392)</u>	<u>(22,380)</u>
	<u><b>60,360</b></u>	<u><b>45,577</b></u>
<b>6 Unamortised Grants</b>		
at start of year	(58,804)	(81,184)
released during year (note 5)	22,392	22,380
at end of year	<u><b>(36,412)</b></u>	<u><b>(58,804)</b></u>

**Cuckmere Community Bus Ltd**  
**Notes to the Accounts**  
**for year ended 31 December 2021 (cont)**

	£	
<b>7 Tangible Fixed assets</b>	<b>2021</b>	<b>2020</b>
<b>Cost</b>		
at start of year	660,828	545,554
additions in the year	101,700	192,243
disposals in the year	<u>(171,233)</u>	<u>(76,969)</u>
at end of year	<b><u>591,295</u></b>	<b><u>660,828</u></b>
<b>Cumulative Depreciation</b>		
at start of year	334,784	343,746
charges in the year (note 5)	82,752	67,957
disposals in the year	<u>(140,973)</u>	<u>(76,919)</u>
at end of year	<b><u>276,563</u></b>	<b><u>334,784</u></b>
<b>Net Book Value</b>	<b><u>314,732</u></b>	<b><u>326,044</u></b>
<b>8 Debtors</b>	<b>2021</b>	<b>2020</b>
Accounts receivable	2,694	7,867
VAT reclaimable	<u>3,051</u>	<u>19,921</u>
	<b><u>5,745</u></b>	<b><u>27,788</u></b>
<b>9 Cash at Bank</b>	<b>2021</b>	<b>2020</b>
Barclays current account	96,058	61,449
Co-operative current account	9,288	9,502
Charities deposit account	43,579	23,576
Petty Cash	<u>80</u>	<u>211</u>
	<b><u>149,005</u></b>	<b><u>94,738</u></b>
<b>10 Creditors</b>	<b>2021</b>	<b>2020</b>
Amounts falling due within one year		
Trade creditors	(9,319)	(1,876)
Hire purchase contracts	<u>(37,972)</u>	<u>(35,139)</u>
	<b><u>(47,291)</u></b>	<b><u>(37,015)</u></b>
Amounts falling due after one year		
Hire purchase contracts (1-5 years)	<b><u>(69,988)</u></b>	<b><u>(63,538)</u></b>

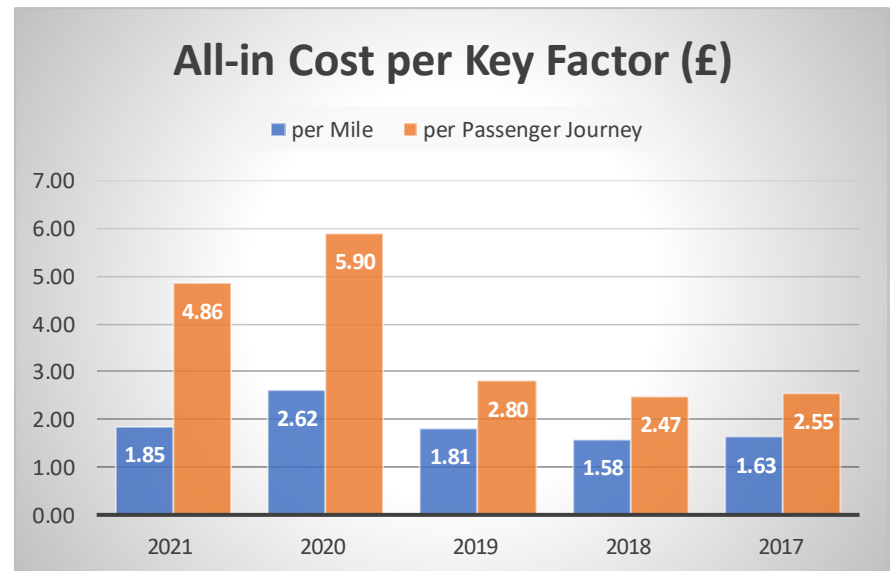
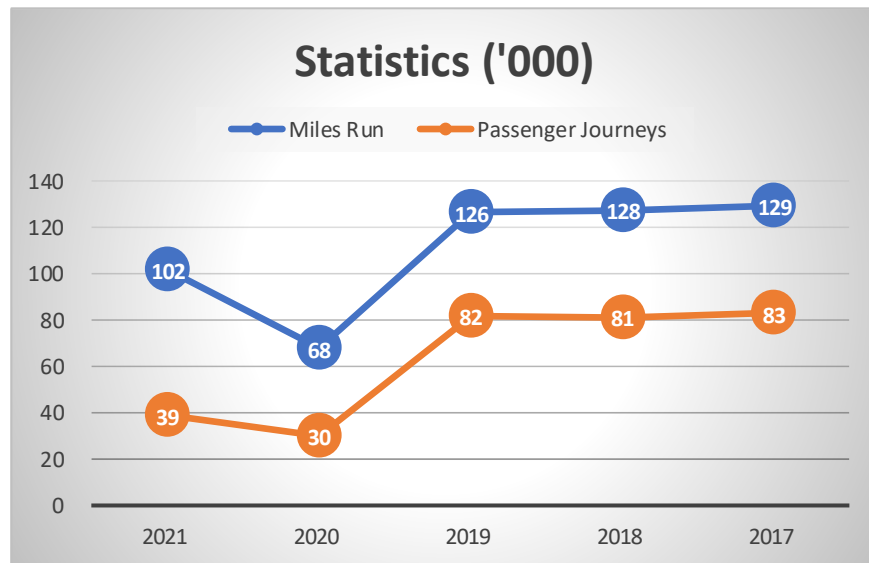
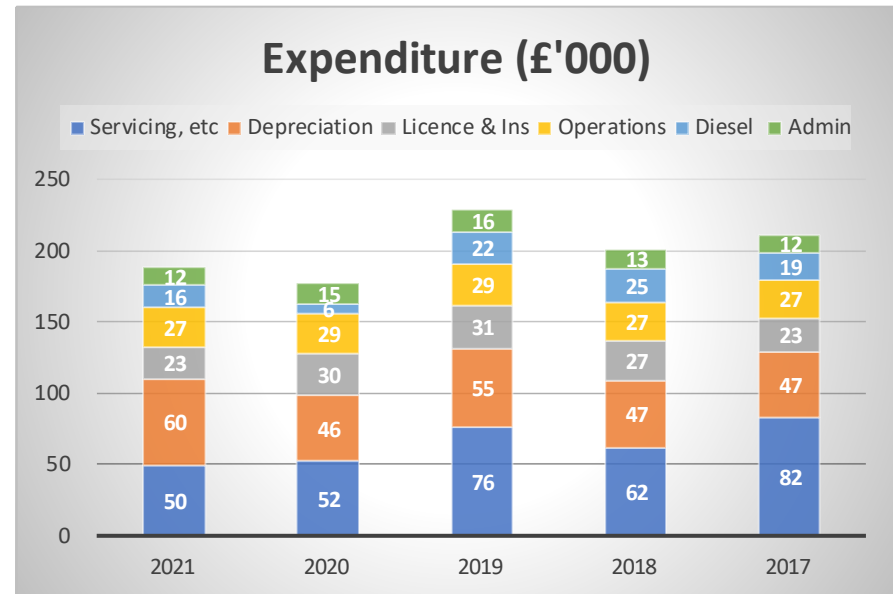
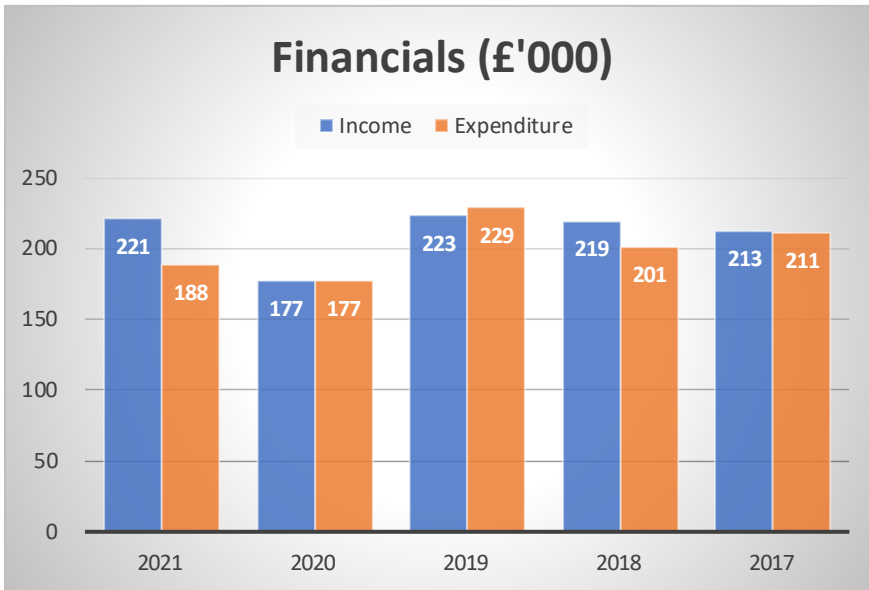
**11 Audit:** Expenditure is after charges for Independent Review £960 (2020, £960) and other professional services £300 (2020, £300)

**12 Transactions with Directors:** There were no transactions between the company and its Trustees/Directors

**13 Related Party Disclosures:** There were no transactions between the company and related parties

# Cuckmere Community Bus Ltd

## Graphs - 5 year trends



## Our Buses – Past & Present#

 CCB01	 CCB02	 CCB03	 CCB04	 CCB05	 CCB06
 CCB07	 CCB08	 CCB09	 CCB10	 CCB11	 CCB12
 CCB13	 CCB14	 CCB15	 CCB16	 CCB17	 CCB18
 CCB19	 CCB20#	 CCB21	 CCB22#	 CCB23	 CCB24#
 CCB25#	 CCB26#	 CCB27#	<b>Arriving March 2022</b>  CCB28	<b>Planned for 2023</b>  CCB29	