



Annual Report and Financial Statement for the period ending 29th February 2024.

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Trustees' Annual Report – Period ending 29th February 2024

The Trustees have pleasure in presenting this report together with the Financial Statement and the independent examiner's report for the period ending 29th February 2024.

Reference and Administrative Information

Charity Name	BERTIE BUS
Scottish Charity Number	SC052102
Address	4 Laurel Avenue, Crieff PH7 3EN treasurer@bertiebus.org.uk ☎ 07745393132

Current Trustees

Ian Aikman	Chair	Appointed	31st October 2022
Ian Buchan		Appointed	31st October 2022
Ingrid Clayden	Bus Convener	Appointed	31st October 2022
Kathleen Coffey		Appointed	31st October 2022
Kim Mackinnon		Appointed	31st October 2022
Sue Maclean		Appointed	31st October 2022
Fred Mason	Treasurer	Appointed	31st October 2022
Margaret McPhater		Appointed	31st October 2022
Margaret Morrison		Appointed	31st October 2022
Louise Pengelley		Appointed	31st October 2022
Alistair Petrie		Appointed	31st October 2022
Sally Stewart	Vice Chair	Appointed	31st October 2022

Other Trustees who served during the financial year

Anne Orchardson, Terry Hughes.

Structure, Governance and Management

Constitution

Bertie Bus was registered as a Scottish Charitable Incorporated Organisation (SCIO) on 31st October 2022 and the purpose and administrative arrangements are set out in the constitution. Bertie Bus has no relationship with any other body. The charity was previously known as Strathcare which was an unincorporated Registered Scottish Charity which was formed in 1975. Strathcare was granted charitable status by the Scottish Charity Regulator (OSCR) in 1990.

Appointment of Trustees

Trustees are appointed or reappointed by the members at the Annual General Meeting which is held within six weeks of the end of the financial year. The Board of Trustees may at any time appoint any person to be a charity Trustee.

Management

The Board which include the Bus Convenor and Club Leaders meets regularly and set the strategy and policy of the SCIO, generally control and supervise the activities of the SCIO and, in particular, are responsible for monitoring its financial position and are responsible also for the day-to-day management of the SCIO.

Objectives and Activities

Charitable Purposes

Bertie Bus is an organisation which works to enhance the quality of life of those in Crieff and district who are elderly, isolated or disabled in any way, through the provision of suitable transport to a range of clubs and activities, thus providing friendship, a sense of community and purpose.

Activities

Through active fund raising, support from the local community, donations from Bertie Bus clubs and other users and grants Bertie Bus owns, maintains and operates a specially adapted minibus suitable for wheelchair use. Bertie Bus recruit and train volunteer drivers and passenger assistants, who are issued with updated guidelines and protocols. Bertie Bus holds full motor, public liability and Trustees Indemnity insurance. Bertie Bus also holds and operates within the constraints of a Section 19 Permit.

The weekly clubs are autonomous but Bertie Bus has an overview of the opportunities and variety on offer through regular contact with the weekly Wednesday Club, Thursday Lunch Club (run by the RVS) the Friday Club as well as the internally run twice monthly Comrie Club and monthly, Cinema Club, Library run and M&S Shopping Trip. Bertie Bus also offers transport to many other local organisations, serving adults in a range of age groups with mobility or isolation challenges and a number of local Residential Homes. Publicity is by word of mouth, a website, local newspapers, a dedicated brochure and fund-raising activities.

Achievement and Performance

When the year started, we were still Strathcare a registered charity, following 18 months of hard dedicated work by Ian Buchan, Fred Mason, and Anne Orchardson we changed our charitable status to a SCIO (Scottish Charitable Incorporated Organisation) and changed the name of the charity to Bertie Bus on the 30th of June 2023, this was done to give greater protection to our trustees and all the other volunteers. We for many years have referred to our bus as Bertie Bus so we felt it made sense to rename the charity Bertie Bus.

Our regular runs, Comrie and Library clubs, Muthill shopping and Tuesday shopping trips, the Wednesday and Friday clubs, Richmond house runs, the lunch club and the Cinema club were all up and running by the end of March bringing much pleasure to our passengers.

The Sunday Tea dances, organised and run by Strathearn Art's, were so popular that passenger numbers exceed Bertie Buses capacity. Happily, some of our very kind volunteers helped by using their own vehicles to transport passengers so that no one missed out.

On the 6th July 2023 we organised a summer lunch, held at the Royal British Legion on Perth Road, whom we would like to thank for the use of the facilities. The event was attended by over 65 passengers, taken to and from the lunch not only by Bertie Bus but with the Coco bus bringing passengers from Comrie, and some of our kind volunteers using their own transport bringing passengers from Crieff and surrounding areas. Campbell's bakery put on a great spread which was served along with tea and coffee by around 15 of our volunteers. It goes without saying that a great time was had by all.

Bertie Bus also organised a coffee morning and chat for over 20 passengers on 5th September 2023 at the Steading in Crieff. A big thank you to the Steading for putting on a selection of sandwiches and cakes that was thoroughly enjoyed by all.

A number of volunteers received First Aid Training and Dementia awareness training in November. Midas training by Perth and Kinross Council was organised for all our new drivers, and those existing drivers whose tests were due.

Our website Bertie Bus.org.uk has been refreshed and improved.

For many of the people we serve in and around Crieff safe door-to-door transport, friendly volunteers and a change of scenery provide a welcome highlight to their week. Those in nursing or care homes also enjoy outings. Library users unable to use public transport also appreciate the service provided.

Over recent years a steady increase in both the frailty of passengers and continuance in individual home settings has been observed with later transfers to residential or highly supported care.

A continuing effort is made to identify potential passengers who may be described as isolated for whom both socialisation and health might benefit from company and stimulation. We continue to investigate different ways of expanding our services to the community.

Bertie Bus provides leaflets aimed primarily at possible users, public displays of photographs and contact material and a website. But more crucially perhaps, Bertie Bus positively offers information meetings with front line health and care professionals and arranges the provision of leaflet supplies to their offices. The office bearers continue to receive calls from family members and concerned professionals and offer support where possible. Our relationship with the Local Social Prescriber has continued to increase the number of people we can assist.

Our groups and transport already support a considerable number of passengers with memory or functional limitations and much credit is due to the passenger assistants and drivers who ensure their safety and enjoyment.

Bertie Bus currently has fourteen volunteer drivers and thirty-six volunteer passenger assistants who give freely of their time and services, all volunteers are offered training as appropriate.

I would like to thank all our volunteers for all of their hard work and support over the last twelve months. It is very much appreciated; we could not operate without these amazing people.

Financial Review

General

Bertie Bus's income is derived from donations, both from clubs and bus users as a contribution towards running costs, also from outside organisations / individuals as a gesture of goodwill, legacies, fundraising, grants and interest. This year Bertie Bus received donations from Crieff Coral Group, Duchlage Court, Crieff Friday Club, Gift Aid, Give as you live, Lodge St. Michael, Pam Sidey's funeral collection, RVS Lunch Club, Strathcare, Strathearn Court, Strathearn Junior Agricultural Club, The Wood Foundation and four individuals.

During the year grants have been secured from Transport Scotland (SNG), P&KC HSPC fund, and P&KC Community Transport Fund.

All grants and donations are considered as unrestricted and are treated in accordance with the regulatory guidelines issued by The Scottish Charity Regulator.

Total receipts for the year were **£146,636.71** and payments totalled **£10,885.97** thus giving a surplus of **£135,750.74**. It should be noted that **£134,172.94** of the receipts represented the transfer of funds from Strathcare which if excluded would leave a surplus of **£1,577.80**.

Depreciation on the Mercedes bus LX67 BWY (Bertie 5) which was purchased by Strathcare in Feb 2018 at a cost of **£70,187** and subsequently transferred to Bertie Bus is assumed to be 25% per annum and is therefore now valued at **£12,492** (last year **£16656**).

Bertie Bus is extremely grateful for the provision of premises and parking by Richmond House, the provision of Public Liability Insurance cover provided by Perth and Kinross Community Transport Group and all the volunteer drivers, passenger assistants and Trustees for their time and commitment to the charity's aim.

Reserve Policy

Bertie Bus has a policy of ensuring that there are always sufficient unrestricted funds retained in easy access or short-term accounts to cover running costs and the virtually immediate replacement of the bus should this prove necessary.

Future Plans

The Trustees intend to continue to develop services to the people in the area, recognizing the benefit to those in the community who might otherwise feel lonely and isolated and to draw them back into society. The Trustees also intend to ensure that all drivers and passenger assistants continue to be offered relevant training, and that contact is initiated and maintained with those who can help further our objectives.

Approved by the Trustees on 4th March 2024 and signed on their behalf by



Ian Aikman
Chair

Independent Examiner's Report for the Year ended 29th February 2024

Independent Examiner's Report for the Trustees of Bertie Bus.

I report on the financial statements of the charity for the year ended 29th February 2024, which are set out on pages 6 to 9.

Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("The 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("The 2006 Regulations"). The charity's Trustees consider that the audit requirement of Regulation 10 (1) (b) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44 (1) (c) of the 2005 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 2006 Regulations. 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 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 accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention: -

1. 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 Regulations, and
 - To prepare accounts which accord with the accounting records and comply with regulation 9 of the 2006 Regulations have not been met, or
2. To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lindsay Wilkinson

11 Turretbank Drive, Crieff, Perthshire, PH7 4LW.

Signed 

Date 6/3/2024.

Statement of Receipts and Payments

for the period 1st March 2023 to 29th February 2024

Receipts	Notes	Unrestricted Fund	Restricted Fund	Total this Year	Total last Year
Voluntary Receipts					
Donations		141,390	0	141,390	0
Legacies		0	0	0	0
Grants	4	2,387	0	2,387	0
Fund-Raising		306	0	306	0
Gross Trading		0	0	0	0
Bank & Building Society Interest		777	0	777	0
Receipts for Charitable Activities					
Bus Users Contributions		1,777	0	1,777	0
Total Receipts		146,637	0	146,637	0
Payments					
Cost of Fund-Raising		0	0	0	0
Cost of Charitable Activities	5	7,347	0	7,347	0
Governance Costs	6	3,240	0	3,240	0
Purchase of Assets		299	0	299	0
Total Payment		10,886	0	10,886	0
Surplus/Deficit for the year		135,751	0	135,751	0

The notes on page 8 and 9 form an integral part of these accounts.

Funds Reconciliation	Unrestricted Fund	Restricted Fund	Current Year	Previous Year
Cash at Bank and in Hand - 28/02/2023	0	0	0	0
Surplus/ Deficit for the year	135,751	0	135,751	0
Cash at Bank and in Hand - 29/02/2024	135,751	0	135,751	0

Statement of Balances - As at 29th February 2024

Cash	42	0	42	0
BOS Treasurers Account	4,932	0	4,932	0
BOS 32 Day Notice Account	70,777	0	70,777	0
United Trust Bank (Aug 2025)	60,000	0	60,000	0
	0			
Total	135,751	0	135,751	0

Other Assets (Unrestricted Fund)

Mercedes Sprinter Bus (Bertie 5, Purchased Feb 2018 - £70,187)	12,492	16,656
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Of the unrestricted fund £80,000 is designated as Bertie Bus Replacement Fund.

The notes on pages 8 and 9 form an integral part of these accounts.

Approved by the Trustees of Bertie Bus at a meeting on 4th March 2024 and signed on their behalf.



Ian Aikman
Chair



Fred Mason
Treasurer

Notes to the Accounts - for the Year Ended 29th February 2024

1 Basis of Accounting

These accounts have been prepared on the Receipts and Payment basis in accordance with the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations (as amended).

2 Nature and Purpose of Funds

Unrestricted Funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

3 Related Party Transactions

Bertie Bus purchases Trustee indemnity insurance for all its trustees and reimburses any documented expenses.

No other remuneration was paid to any trustee or to any connected persons during the year.

	Unrestricted Fund	Restricted Fund	Current Year	Previous Year
4 Grants Received				
PK&C HSCP Fund	500	0	500	0
P&KC Community Transport Fund	900	0	900	0
Scottish Government NSG	987	0	987	0
	2,387	0	2,387	0

5 Cost of Charitable Activities

Fuel	1,876	0	1,876	0
Bus Repairs, Maintenance & MOT	974	0	974	0
Coffee Morning	400	0	400	0
Vehicle & Trustee Insurance	2,428	0	2,428	0
Cinema Tickets	163	0	163	0
Presentations & Social	130	0	130	0
Training	894	0	894	0
Consumables	94	0	94	0
Publicity & Stationary	47	0	47	0
Summer Lunch	0	0	0	0
Volunteers Tea	341	0	341	0
Bus Hire	0	0	0	0
	7,347	0	7,347	0

Notes to the Accounts - for the Year Ended 28th February 2024

6 Governance Cost

	Unrestricted	Restricted	Current Year	Previous Year
Trustees Meeting	0	0	0	0
Annual General Meeting	0	0	0	0
Independent Examiner	0	0	0	0
Legal Fees	3,240	0	3,240	0
	3,240	0	3,240	0