



# **Annual Report and Financial Statement**

**period ending 28<sup>th</sup> February 2025**

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# Trustees' Annual Report – Period ending 28<sup>th</sup> February 2025

The Trustees have pleasure in presenting this report together with the Financial Statement and the independent examiner's report for the period ending 28<sup>th</sup> February 2025.

## Reference and Administrative Information

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

## Current Trustees

Ian Aikman	Chair	Appointed	31 <sup>st</sup> October 2022
John Bray		Appointed	18 <sup>th</sup> March 2024
Ingrid Clayden	Bus Convenor	Appointed	31 <sup>st</sup> October 2022
Kathleen Coffey		Appointed	31 <sup>st</sup> October 2022
Kim MacKinnon		Appointed	31 <sup>st</sup> October 2022
Sue Maclean		Appointed	31 <sup>st</sup> October 2022
Fred Mason	Treasurer	Appointed	31 <sup>st</sup> October 2022
Christopher McDermott	Secretary	Appointed	18 <sup>th</sup> March 2024
Margaret McPhater		Appointed	31 <sup>st</sup> October 2022
Margaret Morrison		Appointed	31 <sup>st</sup> October 2022
Louise Pengelley		Appointed	31 <sup>st</sup> October 2022
Alastair Petrie		Appointed	31 <sup>st</sup> October 2022
Sally Stewart	Vice Chair	Appointed	31 <sup>st</sup> October 2022

No other Trustees served during the financial year.

## **Structure, Governance and Management**

### **Constitution**

Bertie Bus was registered as a Scottish Charitable Incorporated Organisation (SCIO) on 31<sup>st</sup> 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 which was previously known as Strathcare was formed in 1975, Strathcare was granted charitable status by the Scottish Charity Regulator (OSCR) in 1990 as an unincorporated Registered Scottish Charity.

### **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 includes 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 group, Tea Dance 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 several local Residential Homes. Publicity is by word of mouth, a website, local newspapers, a dedicated brochure and fund-raising activities.

## **Achievement and Performance**

This year has been another very successful year for Bertie Bus. This coming year will be the charity's 50th anniversary. Back in November 1973 a meeting (under the auspices of the Social Work Department) was held of representatives of several voluntary organisations based in Crieff. The meeting was asked whether a Community Care Association would be relevant to co-ordinate the efforts of existing voluntary organisations. On the strength of a general feeling in favour a Steering Committee was appointed. Eventually a public meeting on Thursday 13<sup>th</sup> March 1975 was held in the Assembly Hall of the Secondary School to formally establish the association which was named Strathcare. In October 1979 funds were raised to purchase our first adapted Bus: Bertie 1 at a cost of £5,750. Since then, we have replaced the bus several times and are now on Bertie 5.

Our regular runs include: Comrie and Muthill clubs, Library and Tuesday shopping trips, the Wednesday and Friday clubs, Richmond House and Dalnagar runs, the lunch club, the Cinema club and the Tea Dance run. All of these were up and running by the end of March, bringing much pleasure to our passengers. The Sunday Tea dances, organised and run by Strathearn Arts, were so popular that passenger numbers exceeded Bertie Bus's 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 18th of July 2024, we organised a summer lunch, held at the Royal British Legion on Perth Road, whom we would like to thank for the use of their facilities. The event was attended by over 65 passengers, taken to and from the lunch not only by Bertie Bus but with a Sweeneys bus (free of charge) and the Coco bus bringing passengers from Comrie. Some of our kind volunteers also helped, by using their own transport to bring 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.

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.

We serve many individuals in and around Crieff, providing safe door-to-door transport, friendly volunteers, and a change of scenery that offers 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.

Demand for our services has been high over the past year. The Wednesday, Friday, Marks and Spencer, Comrie, and Tea Dance groups often run at full capacity. Only the Thursday lunch run is low on numbers and efforts are being made to increase passengers for this run. We get new passengers mainly via word-of-mouth, but also through the Social Prescriber. As Bertie goes around Crieff the bus is our best advertisement.

Over the last 12 months, Bertie Bus has covered almost 7000 miles, 203 outings carrying the equivalent of 1555 passengers, supported by the equivalent of 440 Passenger Assistants, which puts into context how much we do for the local community.

If we consider each passenger assisted (including journeys where additional transport was offered by volunteers) and tally that up as total days out, then the Bertie Bus team has helped support 1661 days out in 2024.

Bertie Bus provides leaflets aimed primarily at possible users. The team also shares public displays of photographs, as well as detailed and clear contact material, and a comprehensive website detailing the activities and opportunities within the organisation.

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 regularly receive calls from family members and care professionals regarding current and potential service users. Office bearers offer support and additional information wherever 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 who demonstrate memory or functional limitations. Much credit is due to the passenger assistants and drivers who ensure their safety and enjoyment.

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

In news relating to the organisational structure of Bertie Bus, Ingrid Claydon has decided to step down as bus convener at the end of March. Her contribution and hard work has been much appreciated over the last few years. I am delighted that Ingrid is staying on as a trustee as her input is invaluable.

I would like to thank all our volunteers for all 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 Cameron Court, Crieff Round Table, Duchlage Court, Crieff Friday Club, Gift Aid, Give as you Live, Glenearn Court Friday Club, JML Contracts, Lodge St. Michael, Park Village, P&KC Community Transport, P&KC YPI, RVS Lunch Club and ten individuals.

During the year grants have been secured from Transport Scotland (NSG), P&KC Community Investment 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 **£22,712.59** (last year £146,636.71) and payments totalled **£10,189.84** (last year £10,885.97) thus giving a surplus of **£12,522.74** (last year £135,750.74).

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 **£9,369** (last year **£12,492**)

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, the hosting of Board meeting (with refreshments) by our Vicechair 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 3rd March 2025 and signed on their behalf by

**Ian Aikman**  
Chair

# Independent Examiner's Report for the Year ended 28<sup>th</sup> February 2025

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

I report on the financial statements of the charity for the year ending 29<sup>th</sup> February 2025, which are set out on pages 6 to 10.

## 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 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 to enable a proper understanding of the accounts to be reached.

## Lindsay Wilkinson

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

Signed

Date

## Statement of Receipts and Payments

for the period 1st March 2024 to 28th February 2025

Receipts	Notes	Unrestricted Fund	Restricted Fund	Total this Year	Total last Year
Voluntary Receipts					
Donations		7,296	0	7,296	141,390
Legacies		0	0	0	0
Grants	4	5,608	0	5,608	2,387
Fund-Raising		1,930	0	1,930	306
Gross Trading		0	0	0	0
Bank & Building Society Interest		4,477	0	4,477	777
Receipts for Charitable Activities					
Bus Users Contributions		3,402	0	3,402	1,777
<b>Total Receipts</b>		<b>22,713</b>	<b>0</b>	<b>22,713</b>	<b>146,637</b>
<b>Payments</b>					
Cost of Fund-Raising		0	0	0	0
Cost of Charitable Activities	5	10,112	0	10,112	7,347
Governance Costs	6	78	0	78	3,240
Purchase of Assets		0	0	0	299
<b>Total Payment</b>		<b>10,190</b>	<b>0</b>	<b>10,190</b>	<b>10,886</b>
<b>Surplus/Deficit for the year</b>		<b>12,523</b>	<b>0</b>	<b>12,523</b>	<b>135,751</b>

The notes on page 9 and 10 form an integral part of these accounts



<b>Funds Reconciliation</b>	Unrestricted Fund	Restricted Fund	Current Year	Previous Year
Cash at Bank and in Hand - 28/02/2024	135,751	0	135,751	0
Surplus/ Deficit for the year	12,523	0	12,523	135,751
Cash at Bank and in Hand - 28/02/2025	<b>148,273</b>	<b>0</b>	<b>148,273</b>	<b>135,751</b>

### **Statement of Balances - As at 28th February 2025**

Cash	59	0	59	42
BOS Treasurers Account	13,005	0	13,005	4,932
BOS 32 Day Notice Account	52,190	0	52,190	70,777
United Trust Bank (Aug 2025)	63,020	0	63,020	60,000
United Trust Bank (Jun 2025)	20,000	0	20,000	0
<b>Total</b>	<b>148,273</b>	<b>0</b>	<b>148,273</b>	<b>135,751</b>

### **Other Assets (Unrestricted Fund)**

Mercedes Sprinter Bus (Bertie 5, Purchased Feb 2018 - £70,187)	9,369	12,492
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Of the unrestricted fund £80,000 is designated as Bertie Bus Replacement Fund.

The notes on pages 9 and 10 form an integral part of these accounts.

Approved by the Trustees of Bertie Bus at a meeting on 3rd March 2025 and signed on their behalf.

Ian Aikman  
Chair

Fred Mason  
Treasurer

## Notes to the Accounts - for the Year Ended 28th February 2025

### 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
<b>4 Grants Received</b>				
PK&C HSCP Fund	0	0	0	500
P&KC Community Transport Fund	2,500	0	2,500	900
Scottish Government NSG	1,620	0	1,620	987
P&KC Community Investment Fund	1,488	0	1,488	0
	<b>5,608</b>	<b>0</b>	<b>5,608</b>	<b>2,387</b>

### 5 Cost of Charitable Activities

Fuel	2,584	0	2,584	1,876
Bus Repairs, Maintenance & MOT	3,310	0	3,310	974
Coffee Morning	0	0	0	400
Vehicle & Trustee Insurance	1,055	0	1,055	2,428
Cinema Tickets	349	0	349	163
Presentations & Social	173	0	173	130
Training	0	0	0	894
Consumables	66	0	66	94
Publicity & Stationary	154	0	154	47
Summer Lunch	827	0	827	0
Volunteers Tea	360	0	360	341
Bus Hire	149	0	149	0
Driver's D1	1,085	0	1,085	0
	<b>10,112</b>	<b>0</b>	<b>10,112</b>	<b>7,347</b>

## 6 Governance Cost

	Unrestricted	Restricted	Current Year	Previous Year
Trustees Meeting	0	0	0	0
Annual General Meeting	30	0	30	0
Independent Examiner	48	0	48	0
Legal Fees	0	0	0	3,240
	<b>78</b>	<b>0</b>	<b>78</b>	<b>3,240</b>