

Budleigh Salterton Chamber of Commerce  
14 Fore Street  
Budleigh Salterton  
EX9 6NG

4 July 2022

Dear Jo

It was suggested at the Town Council meeting at the end of last year that a separate committee be set up with responsibility for the Budleigh Christmas Lights and Christmas trees.

As requested , early in 2022 I sent you a list of all the costs that had been involved regarding the Christmas Lights over the recent few years

This included their yearly installation and de-installation costs , the cost of repairing catenary wires and bolts, replacement of broken lights, insurance and the cost of the installation of new waterproof boxes and sockets to plug the lights into all down the High Street.

I have also been in touch with SSE for an estimate to provide further waterproof boxes in Fore Street , which currently have no provision for push fit sockets and have to be hard wired in . I will forward this on, for your information, once we have the estimate .

Currently the lights are stored in the garage behind Budleigh Information Centre, which was formerly rented from the Norman Family Charitable Trust. This property has been sold and the new landlord has expressed a wish that the garage be returned to him at some point in future .

Should this situation arise, the Chamber of Commerce has been offered storage space in a garage located in Brook Street , rented by Otter Valley Funerals.

I understand that if the Town Council are successful in acquiring the toilets that EDDC are selling off then there may also be storage available in one of those locations.

The situation the Chamber of Commerce finds itself in is one where we no longer feel able to take on the sole responsibility and costs of supporting the Christmas Lights, which have escalated year on year. Health and safety requirements dictate that we have to use a licensed operator with a MEWP and Chapter 8 qualifications, rather than just rely on the help of some volunteers and the Lions.

The cost of repairs and renewals has also been extensive and a serious drain on finances.

This has resulted in the Chamber of Commerce becoming less and less focused on their legitimate role of supporting local businesses and more concerned with making enough money to support the Christmas Lights.

As a result many businesses question the value of joining the Chamber of Commerce and in difficult economic times post lockdowns during the pandemic we have struggled to maintain and recruit our membership.

We are endeavouring to build up our numbers again and offer a worthwhile service to the business community , but this progress will be hampered if the perception still exists that we have no other role than organising and paying for the Christmas Lights.

On that basis , the Chamber of Commerce has to notify the Town Council that in 2022 we can no longer offer to be the sole organisers and financier of the Budleigh Christmas Lights and if no further support is forthcoming from other stakeholders in the town , we will sadly have to cancel their installation this year.

I do hope that a separate steering committee can be installed in time for this Christmas , as the planning has to take place several months ahead.

If you are able to put this on the agenda for the next Town Council meeting in July, I would be most grateful

Kind regards

Helen Warren

Chair of Budleigh Salterton Chamber of Commerce

Chamber of Commerce Expenditure on Christmas Lights	
Christmas	2021
Bolt Installation inc MEWP Hire & Labour	£2,018.40
Additional Lights/ Connectors/ Timer	£469.63
£2,488.03	
Installation and Removal of Lights (Paid Direct by Town Council)	£3,133.08
£5,621.11	
Christmas	2020
Installation and Removal of Lights	£1,851.60
Additional Works re Installation Issues	£518.35
Replacement/ Additional Lighting & Accessories	£908.18
A Cookson	£250.00
Electrician	£50.00
Breakfasts for Helpers	£37.50
£3,615.63	
Christmas	2019
Installation and Removal of Lights	£1,696.80
Catenary Wiring	£1,884.00
Replacement/ Additional Lighting & Accessories	£162.96
A Cookson	£250.00
Electrician	£10.00
Teas for Helpers	£11.00
£4,014.76	
Christmas	2018
Installation of 3 x Control Boxes	£3,298.98
Replacement/ Additional Lighting & Accessories	£642.36
A Cookson	£250.00
Gifts for Helpers	£75.00
16 x Breakfasts for Helpers	£96.00
£4,362.34	
Christmas	2017
Installation of Control Boxes	£6,495.55
Replacement/ Additional Lighting & Accessories	£280.86
A Cookson	£250.00
Electrician	£50.00
Teas for Helpers	£26.00
£7,102.41	
Christmas	2016

A Cookson	£250.00
Replacement/ Additional Lighting & Accessories	£1,996.43
Gifts for Helpers	£75.00
Electrician	£50.00
Installation of New Eye Bolts (Amount paid by Chamber)	£848.00
£3,219.43	
Installation of New Eye Bolts (Paid by Town Council)	£1,000.00
£4,219.43	
Christmas	2015
Lighting Maintenance by J Shield	£270.00
Replacement/ Additional Lighting & Accessories	£265.48
£535.48	
Christmas	2014
Replacement/ Additional Lighting & Accessories	£231.28
Replacement/ Additional Lighting & Accessories	£1,035.30
£1,266.58	
Replacement/ Additional Lighting & Accessories ( Paid by Town Council	£431.04
£1,697.62	
Christmas	2013
Replacement/ Additional Lighting & Accessories	£2,443.80
£2,443.80	



## Connecting our Communities

22<sup>nd</sup> June 2022

Dear Mrs Vanstone.

### Grant Request on behalf of TRIP Community Transport Association

In the parish of Budleigh Salterton the services we currently offer to the residents of the parish are all focussed on reducing isolation and loneliness (please see the attached services leaflet), to anyone aged 18 or above and currently we support 333 members of your community.

As we enter our 25<sup>th</sup> anniversary year, we have had an opportunity to reflect back and think about how we have grown in response to how community needs have changed. TRIP came about after a local healthcare practitioner recognised that people were not attending vital medical appointments. As you can imagine this had a detrimental impact on people's wellbeing, so a solution needed to be found. This research led to the founding of TRIP, a volunteer led local independent charity. Since then, we have developed service support as needed to meet our core objectives of reducing loneliness and isolation and fairer access to accessible transport.

From listening to the community, 10 years ago our Befriending Service was introduced and has flourished with the support of our amazing volunteers. A positive outcome from the pandemic, is the way the volunteers' skills and assets have been recognised in the selfless way they donate their time to support others.

Regardless of the locality of the services provided, we have been fortunate to receive support from many parishes across the years, who recognise the collective approach to maintain services across the area. Each area has differing needs and we are always open to expanding our services in areas where there may be a shortfall in local provision.

As we continue to live with the reality of the effects of Covid-19, the level of uncertainty for many is still evident. There are levels of anxiety, both from speaking to service users as well as 'us' making sure we keep our services 'open'. We are proud that we can adapt and provide a high level of safe support, and I hope you will see how TRIP has and continues to make a difference to so many people. In our communities, we cannot put a price on providing a safe service for some of the most vulnerable. We would welcome an opportunity to come to promote and review our services in your parish.

We are only to continue to provide these services with continued funding and therefore ask if you would consider a grant application to support TRIP.

If you require any further information, please do not hesitate to ask.

Kind Regards  
Caroline Retter  
Community Engagement Officer

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phone: 01404 46529  
email: [admin@tripcta.org](mailto:admin@tripcta.org)  
web: [www.tripcta.org](http://www.tripcta.org)



TRIP Community Transport Association  
29-31 New Street, Honiton, EX14 1HA

Registered Charity Number: 1082544

# TRIP Community Transport Association

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
<b>Income and endowments</b>	<b>Note</b>				
Donations and legacies	5	187,164	65,525	<b>252,689</b>	192,538
Charitable activities	6	42,114	–	<b>42,114</b>	101,085
Other trading activities	7	42,393	–	<b>42,393</b>	68,317
Investment income	8	107	–	<b>107</b>	269
Other income	9	10,416	–	<b>10,416</b>	448
<b>Total income</b>		<u>282,194</u>	<u>65,525</u>	<u><b>347,719</b></u>	<u>362,657</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	10	24,728	–	<b>24,728</b>	37,903
Expenditure on charitable activities	11,12	219,360	22,219	<b>241,579</b>	249,618
<b>Total expenditure</b>		<u>244,088</u>	<u>22,219</u>	<u><b>266,307</b></u>	<u>287,521</u>
<b>Net income</b>		<u>38,106</u>	<u>43,306</u>	<u><b>81,412</b></u>	<u>75,136</u>
Transfers between funds		41,142	(41,142)	–	–
<b>Net movement in funds</b>		<u>79,248</u>	<u>2,164</u>	<u><b>81,412</b></u>	<u>75,136</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		136,296	132,436	<b>268,732</b>	193,596
<b>Total funds carried forward</b>		<u>215,544</u>	<u>134,600</u>	<u><b>350,144</b></u>	<u>268,732</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 11 to 21 form part of these financial statements.

# TRIP Community Transport Association

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	18	66,879	54,805
<b>Current assets</b>			
Stocks	19	4,000	3,100
Debtors	20	32,414	29,813
Cash at bank and in hand		251,740	185,702
		<u>288,154</u>	<u>218,615</u>
<b>Creditors: amounts falling due within one year</b>	21	<u>4,889</u>	<u>4,688</u>
<b>Net current assets</b>		<u>283,265</u>	<u>213,927</u>
<b>Total assets less current liabilities</b>		<u>350,144</u>	<u>268,732</u>
<b>Net assets</b>		<u>350,144</u>	<u>268,732</u>
<b>Funds of the charity</b>			
Restricted funds		134,600	132,436
Unrestricted funds		215,544	136,296
<b>Total charity funds</b>	23	<u>350,144</u>	<u>268,732</u>

For the 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 company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 16/08/21, and are signed on behalf of the board by:

  
Mr D G Smith  
Charity Secretary

The notes on pages 11 to 21 form part of these financial statements.

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 5. Donations and legacies

2021	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
BSOG	3,917	—	<b>3,917</b>
Devon County Council	27,068	3,646	<b>30,714</b>
East Devon District Council	28,003	1,400	<b>29,403</b>
Gift Aid	3,691	—	<b>3,691</b>
Sundry donations	41,558	31,177	<b>72,735</b>
Gifted fixed asset	5,913	—	<b>5,913</b>
Honiton Lions	1,350	—	<b>1,350</b>
Battishorne Trust	1,000	—	<b>1,000</b>
Norman Family Charitable Trust	—	2,500	<b>2,500</b>
Clare Milne Trust	5,000	—	<b>5,000</b>
February Foundation	—	4,500	<b>4,500</b>
Lottery	40,000	—	<b>40,000</b>
Devon Community Foundation	10,000	2,500	<b>12,500</b>
Beaumont Charities	5,000	1,200	<b>6,200</b>
Groundwork - Tesco	1,000	—	<b>1,000</b>
Princes Trust	2,500	—	<b>2,500</b>
Allhallows	2,000	—	<b>2,000</b>
NFU Mutual	3,164	—	<b>3,164</b>
Persimmon	1,000	—	<b>1,000</b>
Albert Hunt	2,000	—	<b>2,000</b>
Dorset Community Fund	1,000	—	<b>1,000</b>
Fresh Thinking	2,000	—	<b>2,000</b>
Honiton Hospital and Community League	—	1,000	<b>1,000</b>
West Devon CVS	—	12,102	<b>12,102</b>
Garfield Weston	—	5,000	<b>5,000</b>
Gibbons Trust	—	500	<b>500</b>
	<u>187,164</u>	<u>65,525</u>	<u>252,689</u>



# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 5. Donations and legacies *(continued)*

2020	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
BSOG	3,911	–	3,911
Devon County Council	15,831	3,032	18,863
East Devon District Council	8,800	1,250	10,050
Gift Aid	1,699	–	1,699
Sundry donations	29,756	71,919	101,675
Gifted fixed asset	8,535	–	8,535
Peoples Community Lottery	–	18,000	18,000
Honiton Lions	500	–	500
David Gibbons Trust	–	2,000	2,000
Battishorne Trust	1,000	5,000	6,000
Clare Milne Trust	–	5,000	5,000
Sobell Foundation	–	5,000	5,000
Alchemy Foundation	500	–	500
Exeter Community	500	–	500
Jules Thor Trust	1,000	–	1,000
Axe Vale Festival	–	500	500
Royal Devon & Exeter	555	–	555
Devon Carers	–	8,250	8,250
	<u>72,587</u>	<u>119,951</u>	<u>192,538</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Contracts and other services	41,375	<b>41,375</b>	92,853	92,853
Shopmobility	739	<b>739</b>	2,566	2,566
Weekends away	–	–	5,666	5,666
	<u>42,114</u>	<u><b>42,114</b></u>	<u>101,085</u>	<u>101,085</u>

#### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Sale of disability aids, scooters and scooter repairs	42,155	<b>42,155</b>	63,177	63,177
Fundraising events	238	<b>238</b>	5,140	5,140
	<u>42,393</u>	<u><b>42,393</b></u>	<u>68,317</u>	<u>68,317</u>

#### 8. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	107	<b>107</b>	269	269

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 9. Other income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Sundry receipts	10,416	10,416	448	448

#### 10. Costs of other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Purchases (adjusted for stock)	24,728	24,728	37,903	37,903

#### 11. Expenditure on charitable activities by fund type

2021	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Contracts and other services, shopmobility and weekends away	117,063	9,144	126,207
Support costs	102,297	13,075	115,372
	<u>219,360</u>	<u>22,219</u>	<u>241,579</u>

  

2020	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Contracts and other services, shopmobility and weekends away	171,782	5,868	177,650
Support costs	60,272	11,696	71,968
	<u>232,054</u>	<u>17,564</u>	<u>249,618</u>

#### 12. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2021 £	Total fund 2020 £
Contracts and other services, shopmobility and weekends away	126,207	111,364	237,571	246,099
Governance costs	–	4,008	4,008	3,519
	<u>126,207</u>	<u>115,372</u>	<u>241,579</u>	<u>249,618</u>

#### 13. Analysis of support costs

	Analysis of support costs £	Total 2021 £	Total 2020 £
Governance costs	4,008	4,008	3,519

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 14. Net income

Net income is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation of tangible fixed assets	<u>22,295</u>	<u>18,271</u>

#### 15. Independent examination fees

	2021	2020
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,320</u>	<u>2,200</u>

#### 16. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	139,563	141,818
Social security costs	2,854	3,272
Employer contributions to pension plans	<u>2,749</u>	<u>2,318</u>
	<u>145,166</u>	<u>147,408</u>

The average head count of employees during the year was 27 (2020: 28). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Trustees	11	9
Support staff	7	4
Drivers	<u>9</u>	<u>15</u>
	<u>27</u>	<u>28</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### 17. Trustee remuneration and expenses

None of the trustees or any person connected with them has received any remuneration from the charity during the year.

During the year no expenses (2020: none) were reimbursed to trustees. No volunteer expenses (2020: none) were paid to trustees. One trustee (2020: none) supplied services to the charity to the value of £1,450 (2020: £nil). All transactions were undertaken on normal market terms.

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 18. Tangible fixed assets

	Equipment and vehicles £	Total £
<b>Cost</b>		
At 1 April 2020	241,357	<b>241,357</b>
Additions	34,369	<b>34,369</b>
<b>At 31 March 2021</b>	<u>275,726</u>	<u><b>275,726</b></u>
<b>Depreciation</b>		
At 1 April 2020	186,552	<b>186,552</b>
Charge for the year	22,295	<b>22,295</b>
<b>At 31 March 2021</b>	<u>208,847</u>	<u><b>208,847</b></u>
<b>Carrying amount</b>		
<b>At 31 March 2021</b>	<u>66,879</u>	<u><b>66,879</b></u>
At 31 March 2020	<u>54,805</u>	<u>54,805</u>

#### 19. Stocks

	2021 £	2020 £
Finished goods and goods for resale	<u>4,000</u>	<u>3,100</u>

#### 20. Debtors

	2021 £	2020 £
Trade debtors	7,884	7,589
Other debtors	<u>24,530</u>	<u>22,224</u>
	<u><b>32,414</b></u>	<u><b>29,813</b></u>

#### 21. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	1,400	1,707
Accruals and deferred income	<u>3,489</u>	<u>2,981</u>
	<u><b>4,889</b></u>	<u><b>4,688</b></u>

#### 22. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,749 (2020: £2,318).

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 23. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
2021					
Community transport	84,397	282,194	(222,889)	8,156	184,844
Minibus fleet	51,899	–	(21,199)	32,986	30,700
	<u>136,296</u>	<u>282,194</u>	<u>(244,088)</u>	<u>41,142</u>	<u>215,544</u>
2020	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
Community transport	94,348	242,706	(252,657)	–	84,397
Minibus fleet	69,199	–	(17,300)	–	51,899
	<u>163,547</u>	<u>242,706</u>	<u>(269,957)</u>	<u>–</u>	<u>136,296</u>

To provide and maintain non-profit community transport services.

##### Purpose of designated fund

To recognise the fleet of minibuses that are held by the charity.

##### Restricted funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
2021					
Purchase of replacement vehicles	86,450	–	–	(32,896)	53,554
Befriending project	35,211	10,000	(15,000)	–	30,211
Befriending project - laptop and mobile telephone	227	–	(75)	–	152
Winter Friendship Group	1,395	2,051	(284)	–	3,162
Stairlifts	730	–	–	–	730
Display screen	173	–	–	–	173
Home Sitting Service	8,250	–	(50)	–	8,200
Covid Fund	–	5,865	(2,005)	–	3,860
Operation Rudolph	–	3,292	(3,230)	–	62
Food hub	–	750	(125)	–	625
Electric bus	–	29,465	–	(8,246)	21,219
Community care	–	12,102	–	–	12,102
New telephone system	–	2,000	(1,450)	–	550
	<u>132,436</u>	<u>65,525</u>	<u>(22,219)</u>	<u>(41,142)</u>	<u>134,600</u>

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

#### 23. Analysis of charitable funds *(continued)*

##### Restricted funds *(continued)*

2020	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Purchase of replacement vehicles	–	86,450	–	–	86,450
Befriending project	29,722	18,432	(12,943)	–	35,211
Befriending project - laptop and mobile telephone	327	–	(100)	–	227
Winter Friendship Group	–	3,889	(2,494)	–	1,395
Stairlifts	–	1,930	(1,200)	–	730
Display screen	–	1,000	(827)	–	173
Home Sitting Service	–	8,250	–	–	8,250
	<u>30,049</u>	<u>119,951</u>	<u>(17,564)</u>	<u>–</u>	<u>132,436</u>

##### Purpose of restricted funds

Funds received from various grant providers and donors towards the cost of purchasing new mini buses.

Funds held to provide 'befriending' training to volunteers.

Funds received from DCC to provide a laptop and mobile telephone service for the Befriending project.

Funds received from DCC and other donors to fund the Winter Friendship Group project.

Funds received from donors towards the costs of stairlifts.

Funds received from donors towards the costs of an electronic display screen.

Funds received from Devon Carers towards the costs of providing the Home Sitting Service.

Funds received from donors towards costs associated with Covid 19.

Funds received from donors towards the costs of Christmas presents and lunches.

Funds received from donors towards the costs of meals.

Funds received from the donors towards the costs of a new electric bus.

Funds received from donors towards the costs of providing Community care.

Funds received from grant providers towards the costs of a new telephone system.

# TRIP Community Transport Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 24. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>2021</b>			
Tangible fixed assets	66,655	224	<b>66,879</b>
Current assets	153,778	134,376	<b>288,154</b>
Creditors less than 1 year	(4,889)	–	<b>(4,889)</b>
<b>Net assets</b>	<b>215,544</b>	<b>134,600</b>	<b>350,144</b>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>2020</b>			
Tangible fixed assets	54,506	299	54,805
Current assets	86,478	132,137	218,615
Creditors less than 1 year	(4,688)	–	(4,688)
<b>Net assets</b>	<b>136,296</b>	<b>132,436</b>	<b>268,732</b>