



Section A

Independent Examiner's Report

Report to the trustees

HIGH WYCOMBE SHOPMOBILITY

On accounts for the year
ended

31/03/2024

Charity no
(if any)

1040164

Set out on pages

1-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:

Date:

05/12/2024

Name:

UMAIR MANIR ACA

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

18 LONGLAND WAY

HIGH WYCOMBE, BUCKINGHAMSHIRE

HP12 3UN

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

HIGH WYCOMBE SHOPMOBILITY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds Y/E 31/03/2024 £	Total Funds Y/E 31/03/2023 £
Income and Expenditure					
Incoming Resources					
Grants	3	6,000	910	6,910	11,500
Collecting Boxes	4	2,919		2,919	4,385
Fund Raising Activities	5	6,777		6,777	8,329
Donations	6	42,313		42,313	41,058
Interest & Gift Aid	7	2,005		2,005	1,391
Hire Charges		6,136		6,136	7,024
Profit on Sale of Fixed Assets				0	106
Total Incoming Resources		66,150	910	67,060	73,794
Resources Expended					
Co-ordinators' & Assistants Salaries	8	58,321		58,321	55,685
Staff Expenses (mileage, phone, etc)		618		618	1,431
Volunteer Expenses		0		0	0
Training Expenses		0		0	395
Building Repairs, Maintenance & Cleaning		1,387		1,387	2,057
Equipment Purchase		239	749	988	353
Equipment Repairs & Maintenance		2,103		2,103	3,154
Printing		0		0	0
Stationery		436		436	55
Postage		24		24	0
Telephone		1,251		1,251	1,070
Insurance		1,868		1,868	1,795
Legal Fees		3,077	815	3,892	0
WDC Rates		0		0	0
Electricity (New since December 2023)		0	1,567	1,567	0
Publicity		43		43	286
Subscriptions		230		230	230
Provision for Depreciation		4,749		4,749	7,684
Loss on Sale of Fixed Assets		0		0	0
Total Resources Expended		74,345	3,131	77,476	74,195
Net Incoming/(Outgoing) Resources before Transfers		-8,195	-2,221	-10,416	-402
Transfers		0	0	0	0
Purchase of Vehicles with Restricted Funds		0	0	0	0
Net Incoming/(Outgoing) Resources for the Year		-8,195	-2,221	-10,416	-402
Balances brought forward at 1 April 2023		148,127	2,221	150,348	150,750
Balances carried forward at 31 March 2024		139,932	0	139,932	150,348

The notes on pages ..3.. to ..6.. form part of these accounts

BALANCE SHEET AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed Assets			
Tangible Fixed Assets	9	5,545	10,294
Current Assets			
Cash at Bank		135,954	140,054
Prepayments			
Current Liabilities			
Sundry Creditor		1,567	
Net Current Assets		134,387	140,054
Total Assets less Current Liabilities		139,932	150,348
Net Assets		139,932	150,348
Funds			
Unrestricted	10	139,932	148,127
Restricted		0	2,221
		139,932	150,348
		0	0

The Charities Act requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of the surplus or deficit for the year then ended. In preparing these financial statements, the Trustees are required to select suitable accounting Policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Approved by the Board of Trustees on 25/06/24

and signed on its behalf by S. R. Dormer

Chairman Simon DORMER

The notes on pages ..3.. to ..6.. form part of these accounts

HIGH WYCOMBE SHOPMOBILITY

NOTES TO THE ACCOUNTS

2023/2024

1. STATEMENT OF ACCOUNTING POLICIES

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) to these accounts. The financial statements have been prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The financial statements have been prepared on the assumption that High Wycombe Shopmobility are a going concern and will continue their operations in the foreseeable future – please see Trustee Report for further details.

The charity constitutes a public benefit entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 update Bulletin 1 not to prepare a Statement of Cash Flows.

Recognition of incoming resources

These are included in the Statement of Financial Activities when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis inclusive of VAT.

Liability recognition

Liabilities are recognised where it is more likely than not that 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.

Fixed Assets

Fixed assets used by the Charity have been capitalised (if valued at more than £500) on the basis of their historical cost. Fixed assets are depreciated over the following periods:

Vehicles	4 years
Office Equipment	4 years
Computers	3 years

2. HIGH WYCOMBE SHOPMOBILITY STATUS

High Wycombe Shopmobility has been operating as a charity throughout the whole of this accounting period.

3. GRANTS

This year High Wycombe Shopmobility received a grant of £6,000 from Buckinghamshire Lotto, and £910 from the High Wycombe Community Board towards the purchase of more economical heaters.

4. COLLECTING BOXES

This income is raised through collecting boxes placed in and around High Wycombe, and by volunteers when out and about in High Wycombe. The boxes are emptied and banked weekly.

5. FUND RAISING

This relates to income received as a result of fund-raising activities. In the year to 31 March 2024 money was raised from the following activities:

Unrestricted:		
	2024	2023
	£	£
Table-Top Sales	2,877	5,041
Easter/Summer/Xmas Draw	903	782
Fund Raising Events	2,674	2,042
Wycombe Lotto	323	565
	6,777	8,329

6. DONATIONS

	2024	2023
	£	£
Unrestricted:		
Anonymous & Assorted	5,695	2,991
Eden	32,000	36,200
M Hibbert	50	90
Haggle Pictures	-	500
P Buckland	90	-
Hydrotec	50	-
Instron	500	-
Belle Vie Care	3,000	-
KGB Cleaning	250	-
DA AC Ltd	100	-
D Biscoe	500	-
Spring Hill Lettings	78	-
FOHWS	-	1,277
	-	-
Restricted:		
-	-	-
	42,313	41,058

7. INTEREST & GIFT AID

	2024 £	2023 £
Nationwide Building Society	-	45
Gift Aid	2,005	1,340
	<u>2,005</u>	<u>1,391</u>

8. PAID EMPLOYEES

	This year £	Last year £
Salaries and wages	59,348	52,581
Social security costs	2,698	2,482
Pension costs (defined contribution pension plan)	2,221	1,685
Other employee benefits	-	-
Total staff costs	64,267	56,748

Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	1.25	1
Charitable Activities	4	4
Governance	1	1
Other	-	-
Total	6.25	6

9. FIXED ASSETS

	Vehicles £	Office Equipment £	Total £
Cost			
at 1 April 2023	42,939	3,512	46,451
Additions	0	0	0
Disposals	-2,550	0	-2,550
at 31 March 2024	40,389	3,512	43,901
Accumulated Depreciation			
at 1 April 2023	33,757	2,400	36,157
Charge for year	4,287	461	4,749
Disposals	-2,550	0	-2,550
at 31 March 2024	35,495	2,861	38,356
Net Book Values			
at 31 March 2024	4,894	651	5,545
at 31 March 2023	9,182	1,112	10,294

10. FUNDS

The Designated Fund relates to the Reserves Policy which is reviewed at the quarterly management meetings, and equates to approximately one year of running costs of the Charity.

	Opening Balance April 2023 £	Incoming £	Outgoing £	Closing Balance March 2024 £
Restricted	2,221	910	-3,131	0
Unrestricted - Designated	70,000	5,000	0	75,000
Unrestricted - General	78,127	66,150	-79,345	62,932
				0
	150,348	72,061	-82,476	139,932

11. RELATED PARTIES

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.



Annual Summary 2023 - 2024

Trustees' Annual Report Year ended 31 March 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

Legal and Administrative Information - Registered Charity Number: 1040164

Chairperson: Simon Dormer

Vice Chairperson: Kathy Dix

Treasurer: Sarah Fismistr

Secretary: Peter Stockwell

Trustees: Claire McMackin, David Griffin, Jane White, Jennie Le Fevre, Cllr Lesley Clarke OBE, FRSA, Roger Hagon

Registered Office:

2 Newlands Meadow, High Wycombe, Buckinghamshire, HP11 2BZ

Independent Examiner: Umair Manir ACA

Bankers:

Lloyds. 27-31 White Hart Street, High Wycombe, Buckinghamshire, HP11 2HL

Structure, governance and management - High Wycombe Shopmobility is a registered charity who is governed by a constitution; the constitution was adopted 18th April 1994, amended 7th June 1999, amended 30th July 2001, amended 16th June 2015, amended 25th June 2020. The Charity is managed by a board The Executive Committee which consist of not less than eight members and not more than twelve members, following the rules as set out in the constitution. They meet five times a year. The Charity is run by the trustees who all act in an honorary capacity. A new trustee would receive copies of the previous years' Annual Report and Accounts and advised to read the Charity Commission's leaflet 'The Essential Trustee: What you need to know'.

Reserves Policy - High Wycombe Shopmobility has a reserves policy which is reviewed at the quarterly management meetings, its wording is: We the Trustees of High Wycombe Shopmobility intend to keep in designated reserves the sum of £75,000 which equates to approximately one years running costs of the charity. This money is to enable financial liabilities to be met should there be a shortfall of income in any financial year. It may also be used to meet any unplanned expenditure or special projects as agreed by the Trustees. The money will be used to meet the costs of closing the charity should it become necessary. This policy will be reviewed quarterly at the scheduled meeting of the Trustees and amended as required.

Manager's reports - The manager presents a quarterly report to the Executive Committees quarterly meetings and an Operation Report to their AGM and attends their meetings to discuss any concerns raised. The most recent report is below;-

Our Mission Statement – Shopmobility is an independent registered charity offering the free daily loan of mobility scooters, manual and powered wheelchairs to access High Wycombe Town Centre. We aim to promote independence and enhance daily living for anyone with limited mobility whether temporary or permanent. Our opening hours are Monday to Saturday 9.30am to 16.45pm and on Bank Holidays 12.00 to 15.45pm. We are closed on Sundays.

High Wycombe Shopmobility opened in April 1994 and became an independent registered charity on 24th October 1994 and we celebrated our 25th Anniversary in June 2019.

The Management Committee meets five times a year and consists of a Chairperson, Vice Chairperson, Treasurer and Secretary and up to nine additional committee members; these are to include a representative of Eden Management, The Buckinghamshire Council and two members who use the service. Elections are held at the Shopmobility AGM in June/July. A dedicated team of five part-time staff and six volunteers manage and run the service.

Going concern - Our main sponsor has announced the gradual withdrawal of their financial backing of the Charity over a 10 year period. This will have a negative effect on our funding of £39,050 for 22/23, to 23/24 down £7,000, 24/25 down £5,500 25/26 down £3,000 down to zero funding by 2032/2033. To negate the impact that this will have on the charity we have employed a grant and funding officer who will be responsible for seeking new revenue sources. This will include: corporate sponsorship, corporate and none corporate donations, core running cost grants and other forms of income. We will also increase our focus on both internal and external fund raising events and ask our sponsors to participate.

We also made the difficult decision to start introducing both membership fees and daily hire charges from the 1st April 2024 (expected to raise £14,000). We will also be increasing the overnight hire fee from £3 to £5 per night and remove the reduced rate for weekly hire. This is assumed to raise an additional £1,000 per year. It is believed that the introduction of daily hire fees, the raising of the overnight hire fees and membership should generate a minimum of £15,500 per year.

The opening of a small shop, selling mobility aids could also bring in more revenue estimated at £800 - £1,000 per year in year 1 and we assume this will increase with awareness and a better targeted stock holding.

We have also identified that our Social Media presence needs a boost, allowing us to let people know who we are and the brilliant services we offer people.

A detailed cashflow has been performed for the next 8 years and as a result of the above initiatives and our reserves policy, we are assuming a breakeven net cash position in the year 24/25 as well as sustainable net cash positions in the future years.

The trustees have concluded that Shopmobility will be able to continue to operate and pay its obligations in the foreseeable future. Therefore, the financial statements are prepared on the assumption that Shopmobility is a going concern.

Operations- 23/24 - Income generated

Grants -	£6,910
Collection boxes –	£2,919
Donations -	£42,313
Interest & Gift Aid -	£2,005
Fundraising activities -	£6,777
Hire charges -	£6,136
Total -	£67,060

Total usage was down 3% on 2022 but our customers average spend increased. We had 353 new members sign up to use our services, which is very encouraging.

	2023	2022	2021	2020	2019
Total usage	5709	5880	3497	3001	6369
Average users per week	110	113.1	93.6	71.5	123
Total spend	£540,491	£539,814	£314,456	£270,498	£660,801
Average spend	£94.67	£92	£95	£91	£104
New members	353	378	245	140	334

We would particularly like to thank our Management Committee led by our Chairperson Simon Dormer, for their support over the last year and to our Treasurer Sarah Fismistr for all her support and hard work managing our accounts.

Terry Aris

Manager – High Wycombe Shopmobility