

BOGNOR REGIS SHOPMOBILITY

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENT

FOR THE YEAR ENDING

31ST MARCH 2021

Registered Charity Number 1063995

BOGNOR REGIS SHOPMOBILITY

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BOGNOR REGIS SHOPMOBILITY – TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2021

The Trustees present their report with the financial statements of the Charity for the year ended 31st March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP 2005)

Accounting and Reporting by Charities issued March 2005 (updated 2009)

Reference & Administrative Details – Registered Charity Number 1063995

Principal Address

Old Fire Station,

Town Hall, Belmont Street Car Park,

Bognor Regis, West Sussex.

PO21 1LD

Trustees

J Griffin, R Goldring, B Chadwick, P Dillon, S Newton, K Chambers

Structure Governance and Management

The Charity is controlled by its Governing Document, a Deed of Trust and constitutes an unincorporated Charity.

Organisation

The Management Committee comprising not less than six nor more than twelve persons managing the Charity. Half of the Management Committee stands down each year by rotation and are eligible for immediate re-election or re-appointment at the AGM. Any casual vacancy on the Management Committee may be filled by that Committee. Decisions are made by majority vote of the Committee Members present and voting, with the Chairperson having a second or casting vote in the event of equality.

Related Parties – There were no related party transactions during the year.

Risk Management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Objectives and Activities, Objectives and Aims

When planning our activities for the year, we have considered The Commission's guidance on the public benefit.

We aim to give freedom of movement in the Bognor Regis and surrounding areas, to people restricted by lack of mobility and disability regardless of age, gender or race by the provision and maintenance of such equipment and other items and materials for the efficient running of the Charity.

BOGNOR REGIS SHOPMOBILITY
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

Achievement and Performance

Charitable Activities

The charity has continued to operate with the range of services it offers. By increasing its available scooter and wheelchair range we try to ensure all people restricted by lack of mobility and disabled can enjoy the freedom of movement in Bognor Regis and the surrounding areas.

FINANCIAL REVIEW

Reserves Policy

The Trustees will aim to maintain sufficient reserves to continue payment of rent, wages and utilities for a period of six months and necessary replacement of vehicles. The Trustees will consider and examine the level of reserves each year. The reserve policy will be reviewed at least every two years

The amount to the sum of £40,000.

Investment Policy

Under the constitution, the Charity has the power to make any investment which the Management Committee see fit.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the financial statements in accordance with application law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have been elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Practice (United Kingdom Accounting Practice Standards and Applicable Law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy of any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE BOARD:

.....ChairmanTreasurer
10.8.21.....Date

BOGNOR REGIS SHOPMOBILITY

STATEMENT OF FINANCIAL ACTIVITIES**AS AT 31ST MARCH 2021**

	2021	2020
INCOMING RESOURCES		
Incoming resources from generated funds		
Voluntary income	73	5221
Activities for generating funds	15907	62682
Investment Income	12	47
Incoming resources from charitable activities		
Shopmobility services-Grants	5500	4620
-Asset Sales	1282	225
Total incoming resources	22774	72795
RESOURCES EXPENDED		
Charitable Activities		
Shopmobility expenses	39433	81004
Governance costs	330	907
Total Resources expended	39763	81911
NET INCOMING/OUTGOING FUNDS	(16989)	(9116)
<u>RECONCILIATION OF FUNDS</u>		
TOTAL FUNDS BROUGHT FORWARD	60222	69338
TOTAL FUNDS CARRIED FORWARD	43233	60222

BOGNOR REGIS SHOPMOBILITY

BALANCE SHEET
AS AT 31ST MARCH 2021

	2021	2020
	Total unrestricted funds	Total unrestricted funds
	£	£
FIXED ASSETS		
Tangible assets	8270	14584
CURRENT ASSETS		
Debtors	2992	6689
Cash at Bank and in hand	32438	43427
Total	35430	50116
CREDITORS		
Amounts falling due within one year	467	4478
NET CURRENT ASSETS	34963	45638
NET ASSETS	43233	60222
FUNDS		
Unrestricted Funds	3233	15222
Restricted Funds—Reserves	40000	45000
TOTAL FUNDS	43233	60222

The financial Statements were approved by

The Board of Trustees on ... *B. Newton*

And signed on its behalf by ... *SHELLEY NEWTON - CHAIR*

BOGNOR REGIS SHOPMOBILITY

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDING 31ST MARCH 2021**

1) ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by charities.

INCOMING RESOURCES

All incoming resources are included on the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

RESOURCES EXPENDED

Expenditure is accounted for on an accrued basis, and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

TANGIBLE ASSETS

Depreciation is provided at the following annual rates, in order to write each asset off over the period of its useful life.

Vehicle and Office Equipment, 25% on cost.

TAXATION

The Charity is exempt from the tax on its charitable activities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable activities at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when the donor or funds are raised for particular restricted purposes.

2) VOLUNTARY INCOME

	2021	2020
	£	£
Donations	73	5221
Gifts in Kind	-	-
	73	5221

BOGNOR REGIS SHOPMOBILITY
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST MARCH 2021

3) Activities for Generating funds

	2021	2020
Vehicle Hire – Bognor	15421	49178
Vehicle Hire – Worthing	-	10724
Fundraising	-	-
Commission	<u>486</u>	<u>2780</u>
	15907	62682

4) Investment Income

12 47

5) Income from Charitable Activities

Grants - Total	5500	4620
Asset Sale	1282	225

6) Trustees Remuneration & Benefits

There were no Trustees expenses or remuneration paid for the year to 31st March 2021

7) Staff Costs

Wages & Salaries	16863	36771
Pension Contributions	2021	1866

8) Fixed Assets	Van	Scooters	Equipment
Cost			
1.4.2020	13269	141141	7137
Additions 31.3.21	-	-	-
	13269	141141	7137
Depreciation			
01.04.2020	13269	126804	6890
Annual charge	-	6205	109
	13269	133009	6999
NBV	-	8132	138

BOGNOR REGIS SHOPMOBILITY

STATEMENT OF FINANCIAL ACTIVITIES (Continued)

As at 31st MARCH 2021

	2021		2020
	£		£
9) Debtors	2992		6689
10) Creditors	467		4478
11) Movement in funds	01/04/20		31/03/21
Total Funds	60222	(16989)	43233
Unrestricted Funds	Incoming Resources	Spent Resources	Movement
General funds	22774	(39763)	(16989)

BOGNOR REGIS SHOPMOBILITY

STATEMENT OF FINANCIAL ACTIVITIES
AS AT 31ST MARCH 2021

	2021	2020
	£	£
INCOMING RESOURCES		
Voluntary Income – donations	73	5221
Activities for generating funds		
Vehicle Hire – Bognor	15421	49178
Vehicle Hire – Worthing	-	10724
Fundraising	-	-
Commission on Sales	486	2780
	15907	62682
 Investment Income		
Deposit Account Income	12	47
Grants	5500	4620
Asset Sale	1282	225
 Total Incoming Resources	22774	72795
 RESOURCES EXPENDED		
Charitable Activities		
Goods for resale	132	2292
Wages	18884	38637
Rent/Rates/Light & Heat	2124	3139
Insurance	1599	0
Telephone	1226	2011
Postage & Stationery	384	1602
Advertising	0	795
Sundries	223	336
Staff Training & Welfare	127	494
Office equipment & Supplies	117	30
Travel Expenses/inc van expenses	3664	7775
Scooter Maintenance/Storage	2094	11452
Subscriptions	0	0
Licences & Permits	20	62
Repairs & Renewals	607	622
Bank charges	1918	3131
Depreciation of tangible fixed assets	<u>6314</u>	<u>8626</u>
	39433	81004

BOGNOR REGIS SHOPMOBILITY

STATEMENT OF FINANCIAL ACTIVITIES (Continued)
AS AT 31ST MARCH 2021

	2021	2020
	£	£
Brought Forward	39433	81004
Governance costs	330	907
Professional services	0	0
	330	907
Total Resources Expended	39763	81911
Net (expenditure/income)	(16989)	(9116)