

Signed copy.

**BOGNOR REGIS SHOPMOBILITY**

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDING**

**31<sup>ST</sup> MARCH 2023**

Registered Charity Number 1063995

# **BOGNOR REGIS SHOPMOBILITY**

## **CONTENTS**

Report of the Trustees

Independent Examiners Report

Statement of Financial Activities

Balance Sheet

Notes to the Financial Statement

Detailed Statement of Financial Activities

## **BOGNOR REGIS SHOPMOBILITY – TRUSTEES REPORT**

### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

The Trustees present their report with the financial statements of the Charity for the year ended 31<sup>st</sup> March 2023. 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, K.Allen, 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 31<sup>ST</sup> MARCH 2023**

#### **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:**

.....Chairman ..... Treasurer  
.....Date

**BOGNOR REGIS SHOPMOBILITY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**AS AT 31<sup>ST</sup> MARCH 2023**

	2023	2022
<b>INCOMING RESOURCES</b>		
<b>Incoming resources from generated funds</b>		
Voluntary income	1006	93
Activities for generating funds	84578	62214
Investment Income	227	4
<b>Incoming resources from charitable activities</b>		
Shopmobility services-Grants	8500	7550
<b>Total incoming resources</b>	<b>94311</b>	<b>69861</b>
<b>RESOURCES EXPENDED</b>		
<b>Charitable Activities</b>		
Shopmobility expenses	65393	56143
<b>Governance costs</b>	1571	1100
<b>Total Resources expended</b>	<b>66964</b>	<b>57243</b>
<b>NET INCOMING/OUTGOING FUNDS</b>	<b>27347</b>	<b>12618</b>
<b><u>RECONCILIATION OF FUNDS</u></b>		
<b>TOTAL FUNDS BROUGHT FORWARD</b>	<b>55851</b>	<b>43233</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>83197</b>	<b>55851</b>


**BOGNOR REGIS SHOPMOBILITY**

**BALANCE SHEET**  
**AS AT 31<sup>ST</sup> MARCH 2023**

	<b>2023</b>	<b>2022</b>
	Total unrestricted funds	Total unrestricted funds
	£	£
<b>FIXED ASSETS</b>		
Tangible assets	<b>5014</b>	<b>5416</b>
<b>CURRENT ASSETS</b>		
Debtors	257	2820
Cash at Bank and in hand	87995	49087
Total	<b>88252</b>	<b>51907</b>
<b>CREDITORS</b>		
Amounts falling due within one year	10069	1472
<b>NET CURRENT ASSETS</b>	<b>78183</b>	<b>50435</b>
<b>NET ASSETS</b>	<b>83197</b>	<b>55851</b>
<b>FUNDS</b>		
Unrestricted Funds	43197	15851
Restricted Funds—Reserves	40000	40000
<b>TOTAL FUNDS</b>	<b>83197</b>	<b>55851</b>

The financial Statements were approved by

The Board of Trustees on .....16/6/23.....

And signed on its behalf by ..........



## **BOGNOR REGIS SHOPMOBILITY**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2023**

#### **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**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Donations</b>	1006	93
<b>Gifts in Kind</b>	-	-
	<b>1006</b>	<b>93</b>

**BOGNOR REGIS SHOPMOBILITY**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2023**

**3) Activities for Generating funds**

	2023	2022
Vehicle Hire – Bognor	84558	60693
-		
Fundraising	-	-
Commission	<u>20</u>	<u>1521</u>
	84578	62214

**4) Investment Income**

227                      4

**5) Income from Charitable Activities**

Grants - Total	8500	7550
Asset Sale	-	-

**6) Trustees Remuneration & Benefits**

There were no Trustees expenses or remuneration paid for the year to 31<sup>st</sup> March 2023

**7) Staff Costs**

Wages & Salaries	40711	30827
Pension Contributions	323	1897

**8) Fixed Assets**

	Van	Scooters	Equipment
Cost			
1.4.2022	8974	144607	7137
Additions 31.3.23	-	3689	-
	8974	148296	7137
Depreciation			
01.04.2022	8974	139220	7108
Annual charge	-	4062	29
	8974	143282	7137
NBV	-	5014	-



**BOGNOR REGIS SHOPMOBILITY**

**STATEMENT OF FINANCIAL ACTIVITIES (Continued)**

**As at 31<sup>st</sup> MARCH 2023**

	2023		2022
	£		£
9) Debtors	257		2820
10) Creditors	10069		1472
11) Movement in funds	01/04/22		31/03/23
Total Funds	55850	27347	83197
Unrestricted Funds	Incoming Resources	Spent Resources	Movement
General funds	94311	(66964)	27347

**BOGNOR REGIS SHOPMOBILITY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**AS AT 31<sup>ST</sup> MARCH 2023**

	2023 £	2022 £
<b>INCOMING RESOURCES</b>		
Voluntary Income – donations	1006	93
Activities for generating funds		
Vehicle Hire – Bognor	84558	60693
-	-	
Fundraising	-	-
Commission on Sales	20	1521
	85584	62307
 Investment Income		
Deposit Account Income	227	4
Grants	8500	7550
Asset Sale	-	-
 Total Incoming Resources	94311	69861
 <b>RESOURCES EXPENDED</b>		
<b>Charitable Activities</b>		
Goods for resale	-	-
Wages	41034	32724
Rent/Rates/Light & Heat	1698	2052
Insurance	1760	1667
Telephone	1413	1192
Postage & Stationery	767	1019
Advertising	250	-
Sundries	369	336
Staff Training & Welfare	504	721
Office equipment & Supplies	528	335
Travel Expenses/inc van expenses	2988	2387
Scooter Maintenance/Storage	2736	5651
Subscriptions	0	0
Licences & Permits	36	37
Repairs & Renewals	5313	47
Bank charges	1906	1655
Depreciation of tangible fixed assets	<u>4091</u>	<u>6320</u>
	65393	56143

**BOGNOR REGIS SHOPMOBILITY**

**STATEMENT OF FINANCIAL ACTIVITIES (Continued)**  
**AS AT 31<sup>ST</sup> MARCH 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Brought Forward	65393	56143
Governance costs	1571	1100
Professional services	0	0
	1571	1100
Total Resources Expended	66964	57243
Net (expenditure/income)	27347	12618





CHARITY COMMISSION  
FOR ENGLAND AND WALES

# Independent examiner's report on the accounts

## Section A

### Independent Examiner's Report

Report to the trustees

Charity Name

BOGNOR REGIS SHOP MOBILITY

On accounts for the year ended

31<sup>ST</sup> MARCH 2023

Charity no  
(if any)

1063 995

Set out on pages

1 - 13

Remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

4/6/2023

Name:

WILLIAM MICHAEL HALL

Relevant professional qualification(s) or body

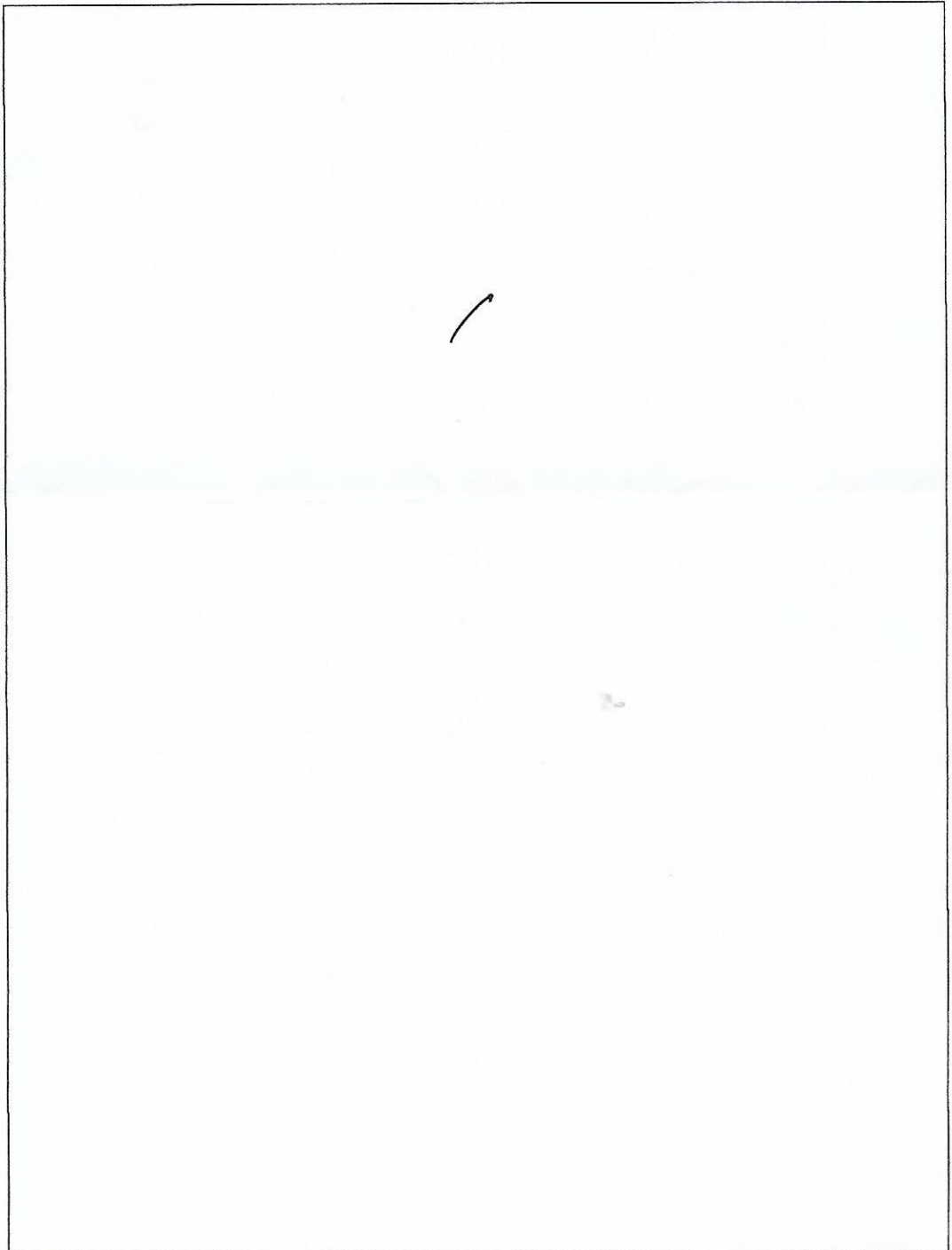
LAW DEGREE, ACCOUNTS FOR SOLICITORS, AIC AFFILIATE

(if any):	LLB. ACIE.
Address:	16 PURBECK PLACE.
	LITTLERHAMPTON BN17 5DP.

**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.


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