

Durham City Shopmobility Trustees Report

December 2021

Chairpersons Introduction

I am happy to present the Annual Report and Accounts of Durham City Shopmobility for 2021. We would like to express our thanks to Durham County Council once again for the grant of £25,000 towards the project. The Furlough Scheme has helped our organisation continue despite the lack of income from people using the Shopmobility Project the Bus

In terms of our financial position our total Income was **£46,185** (*down £13,579 on the previous year, for the reasons given above*) and our Expenditure was **£53,514** (also own by £6,269) so although we brought in less and spent less, we still finished the year with a deficit £7,329 disappointing but anticipated given our inability to attract people back to the service and the cessation of Government help. In the coming year we need to review income and expenditure, staffing and raising funds for 2022

Susan Vest

Chairperson

Durham City Shopmobility Trustees Annual Report

1st January to 31st December 2021

1 Introduction:

- 1.1 The Directors and Board are happy to present the Annual Report and Financial Accounts for the period 1st January to December 31st 2021.

2. Background Information:

- 2.1 Durham City Shopmobility is a charitable organisation formally constituted in February 1998. Becoming a company limited by guarantee in 2000. The objectives of the charity are outlined in the Memorandum of Association. 'To empower disabled persons in Durham City, by providing them with electric and manual wheelchairs or scooters, to access shopping areas, places of interest, educational and leisure facilities, promoting independence, confidence, knowledge and self-esteem'

3 Governing Body

- 3.1 The Directors of the company are also Charity Trustees for the purpose of charity law and under the company's Articles of Association are members of the Executive Committee. Each Trustee retires annually and all are eligible for re-election at the next Annual General Meeting.
- 3.2 The Memorandum and Articles of Association states that The Executive Committee shall consist of not less than 4 members nor more than 12. The majority of members of the Executive Committee shall consist of people having a disability.

4 Trustee Training and Induction

- 4.1 As members of the organisation Trustees are familiar with the practical work within the charity. All new trustees receive an induction pack outlining:
- The roles and responsibilities of the Executive Committee.
 - The main documents relating to the organisation.
 - Budgets and current financial position.
 - Future plans.

- 4.2 **The Board** is required to hold four ordinary meetings per year. Special meetings may be called at any time by the Chair or by any two members of the Board upon not less than 4 days' notice being given to other members of the Executive Committee.
- 4.3 **The Sub-committee.** A sub-committee comprising three or more members can be appointed by the Board for the purpose of making any inquiry or supervising or performing any function or duty which in the opinion of the other committee members would be more conveniently undertaken or carried out by a sub-committee.
- 4.4 **Staffing:** Shopmobility currently have two staff, The Manager who is responsible for the day to day management of the organisation and a driver who is responsible for the bus and the excursions.
- 4.5 **Premises:** Durham City Shopmobility was incorporated within the development of the Prince Bishops Shopping Centre, therefore was fully designed to be totally accessible. Since the project was established, the organisation has continued to pay peppercorn rent. In 2011 the organisation was relocated to a new purpose built building which is more visible and accessible to service users. Under the tenants agreement, all issues relating to the unit are the responsibility of Durham City Shopmobility.

5 Progress Report.

- 5.1 As the organisation, like many others, emerges from two of the most difficult years in its history It is only right and proper that we should consider the future. Working with some of the most vulnerable people within the city we are all too aware of the impacts of the pandemic and how this has affected many disabled people, their confidence and their activities. . Building confidence in the service is paramount.
- 5.2 The lack of customers has meant a significant dip in our income and our inability to operate the bus, which generates a lot of our income, means we have lost a large part of our customer base. This will take time to rebuild and yet despite this we still have many of the operating costs of repairs of the bus regular safety checks and maintenance despite the bus being garaged for the greater part of the year we have received bills running into thousands.
- 5.4 We know from our membership renewals how many clients we have lost due to death or ill health and this too will take time to rebuild.

6 Financial Review.

- 6.1 Our Chairperson in her opening comments has outlined the overall funding position and it is clear from this we may need to cut our cloth accordingly and this may mean increasing costs and charges, reducing operational hours developing new and additional services to attract new income streams.
- 5.2 It is at this time that we recognise the need to update equipment as repairs to wheelchairs and scooters increase because of age and wear and tear, As equipment stood idle during the pandemic battery life of scooters diminished and we noticed an increase in costs. This coupled with new lightweight more flexible equipment has made some of our stock almost obsolete
- 5.3 As an organisation we have been working on a number of funding applications to address these issues and although it may take time we hope to announce plans for the future in 2022 but we recognise that this is against a backdrop of a paucity of available funding locally and nationally.

6 Future Development'

- 6.1 As an organisation we recognise the need to develop our effectiveness and have been looking to expand and develop our Board. Several new Trustees have agreed, in principle to join the Board in 2022. People with a range of background and skills that will put us in a stronger position to move forward strategically and to tackle many of the issues we have outlined. We look forward to reporting on these initiatives next year

**Board of Directors
December 2021**

REGISTERED COMPANY NUMBER: 04076663 (England and Wales)
REGISTERED CHARITY NUMBER: 1089386

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
DURHAM CITY SHOPMOBILITY LTD**

Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

DURHAM CITY SHOPMOBILITY LTD

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FOR THE YEAR ENDED 31 DECEMBER 2021**

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DURHAM CITY SHOPMOBILITY LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Durham City Shopmobility is a charitable organisation formally constituted in February 1998. Becoming a company limited by guarantee in 2000. The objectives of the charity are outlined in the Memorandum of Association.

'To empower disabled persons in Durham City, by providing them with electric and manual wheelchairs or scooters, to access shopping areas, places of interest, educational and leisure facilities, promoting independence, confidence, knowledge and self-esteem'.

Chairpersons Introduction

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In terms of our financial position our total Income was £46,185 (*down £13,598 on the previous year, for the reasons given above*) and our Expenditure was £53,514 (up by £6,032) so we brought in less and spent more, we finished the year with a deficit £7,329 disappointing but anticipated given our inability to attract people back to the service and the cessation of Government help. In the coming year we need to review income and expenditure, staffing and raising funds for 2022.

Susan Vest

Chairperson

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DURHAM CITY SHOPMOBILITY LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

4 Trustee Training and Induction

- 4.1 As members of the organisation Trustees are familiar with the practical work within the charity. All new trustees receive an induction pack outlining:
- The roles and responsibilities of the Executive Committee.
 - The main documents relating to the organisation.
 - Budgets and current financial position.
 - Future plans.
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5 Progress Report.

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- 5.4 We know from our membership renewals how many clients we have lost due to death or ill health and this too will take time to rebuild.

FINANCIAL REVIEW

Our Chairperson in her opening comments has outlined the overall funding position and it is clear from this we may need to cut our cloth accordingly and this may mean increasing costs and charges, reducing operational hours developing new and additional services to attract new income streams.

It is at this time that we recognise the need to update equipment as repairs to wheelchairs and scooters increase because of age and wear and tear, As equipment stood idle during the pandemic battery life of scooters diminished and we noticed an increase in costs. This coupled with new lightweight more flexible equipment has made some of our stock almost obsolete .

As an organisation we have been working on a number of funding applications to address these issues and although it may take time we hope to announce plans for the future in 2022 but we recognise that this is against a backdrop of a paucity of available funding locally and nationally.

DURHAM CITY SHOPMOBILITY LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

FUTURE PLANS

As an organisation we recognise the need to develop our effectiveness and have been looking to expand and develop our Board. Several new Trustees have agreed, in principle to join the Board in 2022. People with a range of background and skills that will put us in a stronger position to move forward strategically and to tackle many of the issues we have outlined. We look forward to reporting on these initiatives next 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.

We have reviewed the major risks to which the charity is exposed throughout 2021. All procedures have been reviewed and where necessary new one established, reducing the risks the charity may face. Policies and procedures continue to be implemented internally. All safeguarding has been updated. Procedures are in place within Durham City Shopmobility to ensure the health and safety of staff, volunteers and members.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04076663 (England and Wales)

Registered Charity number

1089386

Registered office

Level One Car Park
Prince Bishops Shopping Centre
Durham
DH1 3UJ

DIRECTOR / TRUSTEES

Mrs S Vest Chair
Mrs J Lees Secretary
Mrs P Baron
Lesley Standley

COMPANY SECRETARY

Mrs J Lees

Independent Examiner

J D Holloway FCA DChA
ICAEW
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Solicitors

Swinburne Maddison
Old Bailey
Durham
Telephone: 0191 3842441

Approved by order of the board of trustees on 21 August 2022 and signed on its behalf by:

.....
Mrs S Vest - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
DURHAM CITY SHOPMOBILITY LTD**

Independent examiner's report to the trustees of Durham City Shopmobility Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

J D Holloway FCA DChA
ICAEW
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Date:

DURHAM CITY SHOPMOBILITY LTD

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	17,829	-	17,829	22,435
Charitable activities					
Charitable activities		25,000	-	25,000	35,000
Other trading activities	3	3,219	-	3,219	2,347
Investment income	4	<u>137</u>	<u>-</u>	<u>137</u>	<u>1</u>
Total		46,185	-	46,185	59,783
EXPENDITURE ON					
Charitable activities					
Charitable activities		<u>53,514</u>	<u>-</u>	<u>53,514</u>	<u>47,482</u>
NET INCOME/(EXPENDITURE)		(7,329)	-	(7,329)	12,301
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>78,587</u>	<u>-</u>	<u>78,587</u>	<u>66,286</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>71,258</u></u>	<u><u>-</u></u>	<u><u>71,258</u></u>	<u><u>78,587</u></u>

The notes form part of these financial statements

DURHAM CITY SHOPMOBILITY LTD

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	9	17,932	-	17,932	21,758
CURRENT ASSETS					
Cash at bank and in hand		54,160	-	54,160	58,198
CREDITORS					
Amounts falling due within one year	10	(834)	-	(834)	(1,369)
NET CURRENT ASSETS		<u>53,326</u>	<u>-</u>	<u>53,326</u>	<u>56,829</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>71,258</u>	<u>-</u>	<u>71,258</u>	<u>78,587</u>
NET ASSETS		<u><u>71,258</u></u>	<u><u>-</u></u>	<u><u>71,258</u></u>	<u><u>78,587</u></u>
FUNDS	11				
Unrestricted funds				<u>71,258</u>	<u>78,587</u>
TOTAL FUNDS				<u><u>71,258</u></u>	<u><u>78,587</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 21 August 2022 and were signed on its behalf by:

.....
S Vest - Trustee

The notes form part of these financial statements

DURHAM CITY SHOPMOBILITY LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost 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 resources.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include those costs associated with meeting with the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

Tangible fixed assets

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

Plant and machinery	- 15% on reducing balance
Fixtures and fittings	- 15% on cost
Motor vehicles	- 5-20% on reducing balance

Individual fixed assets bought using restricted funds are written off to the statement of financial activities in the year they are purchased, to show the restricted fund being spent.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives 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 specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Grants	<u>17,829</u>	<u>22,435</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Coronavirus Job Retention Scheme	17,829	19,930
Robert Hall	<u>-</u>	<u>2,505</u>
	<u>17,829</u>	<u>22,435</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Bus income	1,719	1,288
Membership and hires	<u>1,500</u>	<u>1,059</u>
	<u>3,219</u>	<u>2,347</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Bank interest receivable	<u>137</u>	<u>1</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>3,826</u>	<u>4,649</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

7. STAFF COSTS

	2021 £	2020 £
Wages and salaries	40,195	36,243
Other pension costs	<u>831</u>	<u>705</u>
	<u><u>41,026</u></u>	<u><u>36,948</u></u>

The average monthly number of employees during the year was as follows:

	2021	2020
Office staff	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	22,435	-	22,435
Charitable activities			
Charitable activities	35,000	-	35,000
Other trading activities	2,347	-	2,347
Investment income	<u>1</u>	<u>-</u>	<u>1</u>
Total	59,783	-	59,783
EXPENDITURE ON			
Charitable activities			
Charitable activities	47,482	-	47,482
NET INCOME	12,301	-	12,301
RECONCILIATION OF FUNDS			
Total funds brought forward	66,286	-	66,286
TOTAL FUNDS CARRIED FORWARD	<u><u>78,587</u></u>	<u><u>-</u></u>	<u><u>78,587</u></u>

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

9. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
COST				
At 1 January 2021 and 31 December 2021	<u>4,400</u>	<u>1,344</u>	<u>51,222</u>	<u>56,966</u>
DEPRECIATION				
At 1 January 2021	1,922	1,054	32,232	35,208
Charge for year	<u>326</u>	<u>82</u>	<u>3,418</u>	<u>3,826</u>
At 31 December 2021	<u>2,248</u>	<u>1,136</u>	<u>35,650</u>	<u>39,034</u>
NET BOOK VALUE				
At 31 December 2021	<u>2,152</u>	<u>208</u>	<u>15,572</u>	<u>17,932</u>
At 31 December 2020	<u>2,478</u>	<u>290</u>	<u>18,990</u>	<u>21,758</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	-	464
Accrued expenses	<u>834</u>	<u>905</u>
	<u>834</u>	<u>1,369</u>

11. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	78,587	(7,329)	71,258
	<u>78,587</u>	<u>(7,329)</u>	<u>71,258</u>
TOTAL FUNDS	<u>78,587</u>	<u>(7,329)</u>	<u>71,258</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	46,185	(53,514)	(7,329)
	<u>46,185</u>	<u>(53,514)</u>	<u>(7,329)</u>
TOTAL FUNDS	<u>46,185</u>	<u>(53,514)</u>	<u>(7,329)</u>

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	66,286	12,301	78,587
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>66,286</u>	<u>12,301</u>	<u>78,587</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	59,783	(47,482)	12,301
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>59,783</u>	<u>(47,482)</u>	<u>12,301</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	66,286	4,972	71,258
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>66,286</u>	<u>4,972</u>	<u>71,258</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	105,968	(100,996)	4,972
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>105,968</u>	<u>(100,996)</u>	<u>4,972</u>

During the year a grant was received which was restricted in nature. The grant received from Henry Smith's Charity was to be used towards staff salaries and the full amount was spent during this year.

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

DURHAM CITY SHOPMOBILITY LTD

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	17,829	22,435
Other trading activities		
Bus income	1,719	1,288
Membership and hires	<u>1,500</u>	<u>1,059</u>
	3,219	2,347
Investment income		
Bank interest receivable	137	1
Charitable activities		
Grants	<u>25,000</u>	<u>35,000</u>
Total incoming resources	46,185	59,783
EXPENDITURE		
Charitable activities		
Wages	40,195	36,243
Pensions	831	705
Bus running costs	3,299	2,979
Licences and fees	20	20
Administration expenses	1,195	1,217
Repairs and renewals	2,873	257
Depn of plant & machinery	325	383
Depn of fixtures & fittings	82	96
Depn of motor vehicles	<u>3,418</u>	<u>4,169</u>
	52,238	46,069
Support costs		
Governance costs		
Accountancy fees	<u>1,276</u>	<u>1,413</u>
Total resources expended	<u>53,514</u>	<u>47,482</u>
Net (expenditure)/income	<u>(7,329)</u>	<u>12,301</u>

This page does not form part of the statutory financial statements

REGISTERED COMPANY NUMBER: 04076663 (England and Wales)
REGISTERED CHARITY NUMBER: 1089386

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
DURHAM CITY SHOPMOBILITY LTD**

Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

DURHAM CITY SHOPMOBILITY LTD

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

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DURHAM CITY SHOPMOBILITY LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Durham City Shopmobility is a charitable organisation formally constituted in February 1998. Becoming a company limited by guarantee in 2000. The objectives of the charity are outlined in the Memorandum of Association.

'To empower disabled persons in Durham City, by providing them with electric and manual wheelchairs or scooters, to access shopping areas, places of interest, educational and leisure facilities, promoting independence, confidence, knowledge and self-esteem'.

Chairpersons Introduction

I am happy to present the Annual Report and Accounts of Durham City Shopmobility for 2021. We would like to express our thanks to Durham County Council once again for the grant of £25,000 towards the project. The Furlough Scheme has helped our organisation continue despite the lack of income from people using the Shopmobility Project the Bus.

In terms of our financial position our total Income was £46,185 (*down £13,598 on the previous year, for the reasons given above*) and our Expenditure was £53,514 (up by £6,032) so we brought in less and spent more, we finished the year with a deficit £7,329 disappointing but anticipated given our inability to attract people back to the service and the cessation of Government help. In the coming year we need to review income and expenditure, staffing and raising funds for 2022.

Susan Vest

Chairperson

1 Introduction:

- 1.1 The Directors and Board are happy to present the Annual Report and Financial Accounts for the period 1st January to December 31st 2021.

2 Background Information:

- 2.1 Durham City Shopmobility is a charitable organisation formally constituted in February 1998. Becoming a company limited by guarantee in 2000. The objectives of the charity are outlined in the Memorandum of Association.

'To empower disabled persons in Durham City, by providing them with electric and manual wheelchairs or scooters, to access shopping areas, places of interest, educational and leisure facilities, promoting independence, confidence, knowledge and self-esteem'

3 Governing Body

- 3.1 The Directors of the company are also Charity Trustees for the purpose of charity law and under the company's Articles of Association are members of the Executive Committee. Each Trustee retires annually and all are eligible for re-election at the next Annual General Meeting.
- 3.2 The Memorandum and Articles of Association states that The Executive Committee shall consist of not less than 4 members nor more than 12. The majority of members of the Executive Committee shall consist of people having a disability.

DURHAM CITY SHOPMOBILITY LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

4 Trustee Training and Induction

- 4.1 As members of the organisation Trustees are familiar with the practical work within the charity. All new trustees receive an induction pack outlining:
- The roles and responsibilities of the Executive Committee.
 - The main documents relating to the organisation.
 - Budgets and current financial position.
 - Future plans.
- 4.2 **The Board** is required to hold four ordinary meetings per year. Special meetings may be called at any time by the Chair or by any two members of the Board upon not less than 4 days' notice being given to other members of the Executive Committee.
- 4.3 **The Sub-committee.** A sub-committee comprising three or more members can be appointed by the Board for the purpose of making any inquiry or supervising or performing any function or duty which in the opinion of the other committee members would be more conveniently undertaken or carried out by a sub-committee.
- 4.4 **Staffing:** Shopmobility currently have two staff, The Manager who is responsible for the day to day management of the organisation and a driver who is responsible for the bus and the excursions.
- 4.5 **Premises:** Durham City Shopmobility was incorporated within the development of the Prince Bishops Shopping Centre, therefore was fully designed to be totally accessible. Since the project was established, the organisation has continued to pay peppercorn rent. In 2011 the organisation was relocated to a new purpose built building which is more visible and accessible to service users. Under the tenants agreement, all issues relating to the unit are the responsibility of Durham City Shopmobility.

5 Progress Report.

- 5.1 As the organisation, like many others, emerges from two of the most difficult years in its history It is only right and proper that we should consider the future. Working with some of the most vulnerable people within the city we are all too aware of the impacts of the pandemic and how this has affected many disabled people, their confidence and their activities. . Building confidence in the service is paramount.
- 5.2 The lack of customers has meant a significant dip in our income and our inability to operate the bus, which generates a lot of our income, means we have lost a large part of our customer base. This will take time to rebuild and yet despite this we still have many of the operating costs of repairs of the bus regular safety checks and maintenance despite the bus being garaged for the greater part of the year we have received bills running into thousands.
- 5.4 We know from our membership renewals how many clients we have lost due to death or ill health and this too will take time to rebuild.

FINANCIAL REVIEW

Our Chairperson in her opening comments has outlined the overall funding position and it is clear from this we may need to cut our cloth accordingly and this may mean increasing costs and charges, reducing operational hours developing new and additional services to attract new income streams.

It is at this time that we recognise the need to update equipment as repairs to wheelchairs and scooters increase because of age and wear and tear, As equipment stood idle during the pandemic battery life of scooters diminished and we noticed an increase in costs. This coupled with new lightweight more flexible equipment has made some of our stock almost obsolete .

As an organisation we have been working on a number of funding applications to address these issues and although it may take time we hope to announce plans for the future in 2022 but we recognise that this is against a backdrop of a paucity of available funding locally and nationally.

DURHAM CITY SHOPMOBILITY LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

FUTURE PLANS

As an organisation we recognise the need to develop our effectiveness and have been looking to expand and develop our Board. Several new Trustees have agreed, in principle to join the Board in 2022. People with a range of background and skills that will put us in a stronger position to move forward strategically and to tackle many of the issues we have outlined. We look forward to reporting on these initiatives next 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.

We have reviewed the major risks to which the charity is exposed throughout 2021. All procedures have been reviewed and where necessary new one established, reducing the risks the charity may face. Policies and procedures continue to be implemented internally. All safeguarding has been updated. Procedures are in place within Durham City Shopmobility to ensure the health and safety of staff, volunteers and members.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04076663 (England and Wales)

Registered Charity number

1089386

Registered office

Level One Car Park
Prince Bishops Shopping Centre
Durham
DH1 3UJ

DIRECTOR / TRUSTEES

Mrs S Vest Chair
Mrs J Lees Secretary
Mrs P Baron
Lesley Standley

COMPANY SECRETARY

Mrs J Lees

Independent Examiner

J D Holloway FCA DChA
ICAEW
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Solicitors

Swinburne Maddison
Old Bailey
Durham
Telephone: 0191 3842441

Approved by order of the board of trustees on 21 August 2022 and signed on its behalf by:

.....
Mrs S Vest - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
DURHAM CITY SHOPMOBILITY LTD**

Independent examiner's report to the trustees of Durham City Shopmobility Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

J D Holloway FCA DChA
ICAEW
Ribchesters
Chartered Accountants
Finchale House
Belmont Business Park
Durham
DH1 1TW

Date:

DURHAM CITY SHOPMOBILITY LTD

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	17,829	-	17,829	22,435
Charitable activities					
Charitable activities		25,000	-	25,000	35,000
Other trading activities	3	3,219	-	3,219	2,347
Investment income	4	<u>137</u>	<u>-</u>	<u>137</u>	<u>1</u>
Total		46,185	-	46,185	59,783
EXPENDITURE ON					
Charitable activities					
Charitable activities		<u>53,514</u>	<u>-</u>	<u>53,514</u>	<u>47,482</u>
NET INCOME/(EXPENDITURE)		(7,329)	-	(7,329)	12,301
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>78,587</u>	<u>-</u>	<u>78,587</u>	<u>66,286</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>71,258</u></u>	<u><u>-</u></u>	<u><u>71,258</u></u>	<u><u>78,587</u></u>

The notes form part of these financial statements

DURHAM CITY SHOPMOBILITY LTD

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	9	17,932	-	17,932	21,758
CURRENT ASSETS					
Cash at bank and in hand		54,160	-	54,160	58,198
CREDITORS					
Amounts falling due within one year	10	(834)	-	(834)	(1,369)
NET CURRENT ASSETS		<u>53,326</u>	<u>-</u>	<u>53,326</u>	<u>56,829</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>71,258</u>	<u>-</u>	<u>71,258</u>	<u>78,587</u>
NET ASSETS		<u>71,258</u>	<u>-</u>	<u>71,258</u>	<u>78,587</u>
FUNDS	11				
Unrestricted funds				<u>71,258</u>	<u>78,587</u>
TOTAL FUNDS				<u>71,258</u>	<u>78,587</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 21 August 2022 and were signed on its behalf by:

.....
S Vest - Trustee

The notes form part of these financial statements

DURHAM CITY SHOPMOBILITY LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost 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 resources.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include those costs associated with meeting with the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

Tangible fixed assets

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

Plant and machinery	- 15% on reducing balance
Fixtures and fittings	- 15% on cost
Motor vehicles	- 5-20% on reducing balance

Individual fixed assets bought using restricted funds are written off to the statement of financial activities in the year they are purchased, to show the restricted fund being spent.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives 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 specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Grants	<u>17,829</u>	<u>22,435</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Coronavirus Job Retention Scheme	17,829	19,930
Robert Hall	<u>-</u>	<u>2,505</u>
	<u>17,829</u>	<u>22,435</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Bus income	1,719	1,288
Membership and hires	<u>1,500</u>	<u>1,059</u>
	<u>3,219</u>	<u>2,347</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Bank interest receivable	<u>137</u>	<u>1</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>3,826</u>	<u>4,649</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

7. STAFF COSTS

	2021 £	2020 £
Wages and salaries	40,195	36,243
Other pension costs	<u>831</u>	<u>705</u>
	<u><u>41,026</u></u>	<u><u>36,948</u></u>

The average monthly number of employees during the year was as follows:

	2021	2020
Office staff	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	22,435	-	22,435
Charitable activities			
Charitable activities	35,000	-	35,000
Other trading activities	2,347	-	2,347
Investment income	<u>1</u>	<u>-</u>	<u>1</u>
Total	59,783	-	59,783
EXPENDITURE ON			
Charitable activities			
Charitable activities	47,482	-	47,482
NET INCOME	12,301	-	12,301
RECONCILIATION OF FUNDS			
Total funds brought forward	66,286	-	66,286
TOTAL FUNDS CARRIED FORWARD	<u><u>78,587</u></u>	<u><u>-</u></u>	<u><u>78,587</u></u>

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

9. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
COST				
At 1 January 2021 and 31 December 2021	<u>4,400</u>	<u>1,344</u>	<u>51,222</u>	<u>56,966</u>
DEPRECIATION				
At 1 January 2021	1,922	1,054	32,232	35,208
Charge for year	<u>326</u>	<u>82</u>	<u>3,418</u>	<u>3,826</u>
At 31 December 2021	<u>2,248</u>	<u>1,136</u>	<u>35,650</u>	<u>39,034</u>
NET BOOK VALUE				
At 31 December 2021	<u>2,152</u>	<u>208</u>	<u>15,572</u>	<u>17,932</u>
At 31 December 2020	<u>2,478</u>	<u>290</u>	<u>18,990</u>	<u>21,758</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	-	464
Accrued expenses	<u>834</u>	<u>905</u>
	<u>834</u>	<u>1,369</u>

11. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	78,587	(7,329)	71,258
	<u>78,587</u>	<u>(7,329)</u>	<u>71,258</u>
TOTAL FUNDS	<u>78,587</u>	<u>(7,329)</u>	<u>71,258</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	46,185	(53,514)	(7,329)
	<u>46,185</u>	<u>(53,514)</u>	<u>(7,329)</u>
TOTAL FUNDS	<u>46,185</u>	<u>(53,514)</u>	<u>(7,329)</u>

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	66,286	12,301	78,587
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>66,286</u>	<u>12,301</u>	<u>78,587</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	59,783	(47,482)	12,301
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>59,783</u>	<u>(47,482)</u>	<u>12,301</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	66,286	4,972	71,258
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>66,286</u>	<u>4,972</u>	<u>71,258</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	105,968	(100,996)	4,972
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>105,968</u>	<u>(100,996)</u>	<u>4,972</u>

During the year a grant was received which was restricted in nature. The grant received from Henry Smith's Charity was to be used towards staff salaries and the full amount was spent during this year.

DURHAM CITY SHOPMOBILITY LTD

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

DURHAM CITY SHOPMOBILITY LTD

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	17,829	22,435
Other trading activities		
Bus income	1,719	1,288
Membership and hires	<u>1,500</u>	<u>1,059</u>
	3,219	2,347
Investment income		
Bank interest receivable	137	1
Charitable activities		
Grants	<u>25,000</u>	<u>35,000</u>
Total incoming resources	46,185	59,783
EXPENDITURE		
Charitable activities		
Wages	40,195	36,243
Pensions	831	705
Bus running costs	3,299	2,979
Licences and fees	20	20
Administration expenses	1,195	1,217
Repairs and renewals	2,873	257
Depn of plant & machinery	325	383
Depn of fixtures & fittings	82	96
Depn of motor vehicles	<u>3,418</u>	<u>4,169</u>
	52,238	46,069
Support costs		
Governance costs		
Accountancy fees	<u>1,276</u>	<u>1,413</u>
Total resources expended	<u>53,514</u>	<u>47,482</u>
Net (expenditure)/income	<u>(7,329)</u>	<u>12,301</u>

This page does not form part of the statutory financial statements