

**'Providing solutions, services, support and  
reassurance to people of all ages in the South  
West who face independent living,  
communication and mobility challenges'**

# **ANNUAL REPORT 2020 - 2021**

## **CORNWALL MOBILITY CENTRE LTD**

### **CHAIRMAN'S REPORT FOR THE PERIOD 1 APRIL 2020 to 31 MARCH 2021**

2020-2021 has been a very challenging year.

The Covid19 Pandemic has affected all areas of activity in Cornwall Mobility with wide ranging implications for staff, productivity and finance

As before our main site is on the Treliske Hospital campus in Truro but we also have flourishing Satellite Centres in Exeter and Plymouth with their own dedicated staff. There is full interaction between all sites and cover for driving assessment and vehicle adaptations extends over a wide geographical area

We continue to provide DfT and DVLA driving assessments, vehicle adaptations and advanced mobility aids for the whole of Cornwall and much of Devon and are compliant with Driving Mobility staffing requirements for driving assessments.

The Board of Trustees is unchanged over the past year and continues to be involved in the development of the strategy and direction of the organisation.

Because of the unusual circumstances there have been changes in the involvement of trustees.

All meetings since Lockdown 1 have been virtual using either Zoom or Microsoft Teams. In order to ensure updated information in a very fluid set of circumstances we have also held informal meetings every 2 to 3 weeks.

All trustees were anxious to be involved and these meetings have been very productive and in the short term have replaced the substantive sub committees

An Away Day for trustees and members of staff is planned for later in the year when hopefully it can be held face to face

Simon Blamey CEO and Gill Grace, Deputy Centre Manager and Senior Manager Finance, continue to provide expert leadership and clarity of purpose for the organisation.

Anne O'Shea and Annie Wallace-Stanley remain independent members of the Board of Driving Mobility.

Details of all the manoeuvres required to cope with Lockdown and Furlough are in the body of the Annual Report which deals with all aspects of the organisation.

We look forward to continued positive development and outcomes for 2021-2022.

**Dr Margaret Abban**  
**Chair of Cornwall Mobility**

## REFERENCE AND ADMINISTRATIVE DETAILS

**Patron – H.R.H. The Duchess of Kent**

**1. Business Address/ Registered Office:**

Cornwall Mobility Centre  
Tehidy House  
Royal Cornwall Hospital  
TRURO  
TR1 3LJ

Tel 00 44 (0)1872 254920

Fax 00 44 (0)1872 254921

E-mail: [info@cornwallmobility.co.uk](mailto:info@cornwallmobility.co.uk)

Website: [cornwallmobility.co.uk](http://cornwallmobility.co.uk)

**Registered Charity Number:** 1096745

**Company Number:** 4713856

**Date of Incorporation:** 27 March 2003

**2. President:** Lord St Levan

**Vice Presidents:**

Sarah Galsworthy

Olga Polizzi

Sue Mantle

**3. Trustees:**

Tony Fry FCA (Treasurer)

Dr Margaret Abban MBBS FRCP PGCE

Carrie Gilmore

Anne O'Shea DOccThy; TDOccThy

Professor Philip Moore BTech Phd CEng FIET

Adrian Smith

David Came

Len Croney

Dr Christine Hunter

One third of the members of the Board shall retire every year at the Annual General Meeting but may be re-elected.

## REFERENCE AND ADMINISTRATIVE DETAILS

### 4. Bankers:

NatWest  
2/4 St Nicholas Street  
Truro  
TR1 2RN

### 5. Chief Executive & Company Secretary

Simon Blamey

### 6. Auditors:

RRL LLP  
Peat House  
Newham Road  
Truro  
TR1 2DP

### 7. Solicitors

Foot Anstey  
High Water House  
Malpas Road  
Truro  
TR1 1QH

### 8. Investment advisors:

Charles Stanley & Co  
Southernhay West  
Broadwalk House  
Exeter  
EX1 1TS

### 9. Medical Advisors:

Dr Margaret Abban (Retired Consultant  
Physician)  
Dr Christine Hunter

### 10. Staff roles and numbers:

#### Driving Mobility Department

Driving Consultant ADI	x	6
Wheelchair / Scooter Assessor	x	1
Occupational Therapist	x	6

#### Corporate Governance

Finance Manager / Deputy Manager	x	1
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#### Independent Living Department

Manager	x	1
Assessor / Assistant Assessor	x	1

#### Information Services and Admin Support Staff

Receptionist / Administrative Assistant	x	4
Hubs Administrator	x	1

#### Repair / Maintenance & Adaptations Workshop

Workshop Manager	x	1
Technician	x	3

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **11. Corporate Governance**

The organisation is a charitable company limited by guarantee governed by its Memorandum and Articles of Association dated 25 March 2003. It is registered as a charity with the Charity Commission.

### **12. Recruitment and Appointment of New Trustees**

Skills Audits of the existing Trustees are carried out to identify gaps, taking account of the skills required by the Board to perform its duties effectively. New Trustees have been, and will continue to be, recruited based on the skills, knowledge and experience the Board needs to ensure that the charity is well governed. The Centre uses its standard recruitment methods to attract new Trustees who fulfil these requirements. Trustees are elected by the members of the charitable company attending the Annual General Meeting.

### **13. Induction and Training of New Trustee**

The Centre uses its standard induction process for all new Trustees which includes;

- An introduction to all staff, management and Board members.
- Receipt of the Trustees' Handbook which covers the roles and responsibilities of Trustees and details and explanations of the Centre's Policies and Objectives
- A face-to-face discussion with the Chief Executive about the charity, the services provided and its beneficiaries

New Trustees receive in-house training as required and are expected to attend any courses which are deemed necessary for the fulfilment of their role by the Board.

### **14. Organisational Structure**

The delegation of day to day running of the Centre is given to the Chief Executive Mr Simon Blamey who in turn delegates through the management structure. All policy and financial decisions are made by the Trustees at their quarterly meetings. Where appropriate, sub-committees and / or task and finish groups are established which report back to the Board for decisions to be discussed and ratified. The Board has a formal Scheme of Delegation which clearly identifies the responsibilities of the Board, the Chief Executive and the Company Secretary.

### **15. The Charity's risk management strategy**

The Trustees of the Cornwall Mobility Centre Ltd confirm that they have identified the major risks to which the Charity is exposed. The charity has an agreed risk appetite statement which is utilised to make subjective judgments about risks within the corporate risk register. Mitigating action is also recorded within the risk register. The register is reviewed by the Executive monthly and by the Board / relevant Board sub Committees on a quarterly basis. These systems and forms of practice have been endorsed by the Trustees.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

A COVID-19 risk register was developed and reviewed in response to the global pandemic. This document recognised the potential impact to the organisation, our staff and clients caused by the virus and the changes that were required to enable us to function and offer services to our beneficiaries safely. The document evolved over time in response to the various changes in restrictions imposed by the Government.

### 16. Staffing

#### 16.1. Reviews

The Cornwall Mobility Centre is committed to a Personal Development Review system as an effective means of improving performance, morale and communication within the Centre by:

- Demonstrating an interest in its employees
- Clarifying roles, responsibilities and expected standards of work
- Improving communication both ways
- Providing constructive feedback on performance
- Achieving realistic goals and objectives
- Improving job satisfaction
- Identifying individual development needs.

The Personal Development Review focuses on the strengths of the individuals and their role in the Centre. It shapes individual development needs as a contribution to future performance. The formal review meeting takes place in February/March with progress being reviewed in August/September.

The Personal Development Review is centred on the charity's business plan and associated strategic action plan. SMART objectives are agreed for each team member and these underpin the key performance indicators which are reported to the Board as part of a performance dashboard.

#### 16.2. Risk Assessments

These are carried out / reviewed for all work areas on a regular basis. Implementation of changes are agreed to comply with the latest legislative requirements as necessary.

#### 16.3. Staff Training

The Centre continues to strive to provide in-house training to ensure its compliance with legislation and enhance staff safety and understanding.

It also strongly supports Continuing Professional Development (CPD) to ensure that all staff maintain and develop the knowledge and skills required to ensure that clients receive a high level of service.

Staff are encouraged, together with their line manager and through the annual review system, to seek individual courses that will contribute to their own CPD and ultimately benefit the Centre and its clients.

## **TRUSTEES' REPORT - OBJECTIVES AND ACTIVITIES**

### **17. Trustees' Report for the Year Ended 31 March 2021**

The Trustees, who are directors for the purposes of company law and trustees for the purpose of charity law, have pleasure in submitting their report and the audited financial statements for the year to 31 March 2021.

#### **Charitable objects**

The Trustees shall hold the Trust Fund on trust for the following objects:

- The relief of poverty and distress among disabled persons in particular by providing or assisting in the provision of mobility aids.
- The provision to such persons of equipment for the purpose of increasing their mobility and the provision of training in the use of such equipment.

The Trustees review the aims, objectives and activities each year with the aim of ensuring that they remain focused on the stated purposes. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set, keeping in mind the Charity Commission guidance on public benefit.

### **18. Background**

The Cornwall Mobility Centre, serving the South West Peninsula, was set up in 1987 at the Tehidy Hospital Site, in Camborne. In 1994 the Centre was relocated to the Royal Cornwall Hospital campus, where it is accommodated in the first purpose built unit of its kind in the United Kingdom. It was incorporated into a Company Limited by Guarantee with no share capital on 27 March 2003 but retaining its legal status as a registered charity.

All the facilities and accommodation are totally accessible for people with mobility impairments. Through a series of expansion projects the Centre now has showrooms for Independent Living Equipment, wheelchairs and scooters as well as a dedicated space for comfort seating. We offer Paediatric assessments and advice on child car seats, wheelchairs and mobility equipment. Also on site are purpose built workshops to accommodate both mobility equipment repairs and servicing and vehicle adaptation.

The Centre strives to respond to the needs of our clients with regards to the expansion of the services it provides. Staff at the Centre are passionate about serving the best interests of their client-base and are committed to making the world, and specifically Cornwall, a better, safer and above all inclusive place.



## **TRUSTEES' REPORT - OBJECTIVES AND ACTIVITIES**

### **19. Review of the Year**

#### **19.1. COVID-19**

The national pandemic caused by the spread of the COVID-19 virus and the resultant lockdown periods imposed by the Government impacted significantly on the services normally offered by Cornwall Mobility. The impact can generally be classified into two themes:

- Firstly the conditions relating to the lockdown periods resulted in us being unable to operate and offer services,
- Secondly, leading up to the first lockdown and in the intervening periods between the periods of restriction a large proportion of our client base was reticent about attending our operational venues due to them shielding or being concerned about leaving their place of residence to visit an external location.

#### **Lockdown 1 (23rd March – 4th July 2020)**

The vast majority of staff were furloughed from 1st April 2020. We were unable to deliver any assessments during the three month lockdown period. After the lockdown 1 restrictions were eased we found that some clients were (understandably) concerned about leaving their home to attend an assessment. Our outreach locations at Launceston, Penzance, Liskeard and Holsworthy were not available to us so we were unable to use those venues for assessments. We were unable to fill short notice cancellations with alternative clients as they were 'unwilling' to attend or we could not process the new pre-assessment COVID-19 checks. This negatively impacted upon productivity and efficiency.

The number of referrals diminished, particularly within Cornwall, as some of our traditional referrers were not yet back operating (or were not operating to pre-COVID levels). Workshops (adaptations) had a large fluctuation in workload due to the COVID-19 impact on external suppliers of vehicles and adaptation equipment.

#### **Lockdown 2 (5<sup>th</sup> November – 2<sup>nd</sup> December 2020)**

This was also a period where assessments could not be conducted. The vast majority of staff were again furloughed for this lockdown. During late October there was a significant amount of administrative effort that was required to cancel the booked November assessments and move them to December '20 and January '21. The pleasing aspect was that after the cessation of the lockdown, and the return of staff in early December, productivity levels were immediately resumed. This meant that we were only 5 weighted assessments short of meeting our December target (despite not being able to operate on the 1<sup>st</sup> and 2<sup>nd</sup> December).

## TRUSTEES' REPORT: OBJECTIVES AND ACTIVITIES

### Lockdown 3 (5<sup>th</sup> January 2021 – 12<sup>th</sup> April 2021)

This lockdown again caused a significant amount of administrative effort to cancel the assessments booked for the first three months of 2021. The slight difference with this this period of national restrictions is that Mobility Shops and Disability Support Shops were classified as essential. This meant our assessments for mobility scooters and powered/manual wheelchairs were able to continue. We did see a reduction in the number of clients who wanted to undertake the assessment, as they were nervous about leaving their home, but we did see a steady flow of activity throughout this lockdown period.

In terms of the driving assessment teams (ADIs and OTs) we used the flexible furlough scheme during lockdown 3 to enable them to work part time and be furloughed for the remainder. The teams undertook project work which will provide benefit for Cornwall Mobility and Driving Mobility in the wider sense. The teams also picked up on enquiries and client contact for driving related issues. The project work enabled the team to remain connected to the organisation, and each other, which helped maintain motivation and mitigated potential feelings of isolation. We also had an administration presence at the Centre for the week, again to deal with incoming queries, emails, telephone calls etc.

### Governance

As the situation surrounding COVID-19 and the associated restrictions were so fluid we increased the level of contact between the Board and the Executive. Meetings were held virtually every two to three weeks to ensure the Board were fully informed and could make decisions when required.

A review of the year by Department:

#### 19.2. Driving Mobility

This department specialises in driving, vehicle access and adaptations assessments as well as in-vehicle hoists and wheelchairs and scooters. The actual number of assessments decreased significantly during 2020/21 due to the COVID-19 pandemic.

As to be expected the pandemic also resulted in a reduction in the number of driving assessments requested via the Devon and Cornwall Police scheme.

As mentioned above we were unable to operate our established outreach Centres at Penzance, Launceston, Liskeard and Holsworthy as the premises were unavailable to us due to COVID-19 protocols at these locations. We had to relocate our operation in Plymouth to a new building which provided greater space for staff and clients and enabled us to conform to our COVID-19 risk assessed protocols. Although we did not have to relocate within Exeter we did have to move to a larger office within Basepoint for similar reasons. Both of these moves have resulted in a growth in cost for the charity but we had little choice.

## TRUSTEES' REPORT - OBJECTIVES AND ACTIVITIES

We are grateful for DfT support for all of our activities in this department.

The department is also heavily involved in undertaking training on behalf of Cornwall Council. We have continued with our mandatory CPD programme at Chester University (moved to Oxford Brookes University for 2021/22) for our staff at levels 4 and 7. We have continued to add to our OT support for the department through recruitment of new permanent members of staff.

### 19.3. Workshops

The Workshops continue to underpin much of what the Centre does and is an intrinsic part of all aspects of our operations. Similar to the other Departments the COVID-19 pandemic restricted the number of clients that we were able to support during 2020-21. When we have been able to operate the team have supported clients with Vehicle Adaptations both private and via the Motability scheme. The Workshops have also supported independent living equipment sales, seating and hoist servicing and repair, hospital work in terms of wheelchairs and resuscitation equipment.

The traditional offer of the beach wheelchairs placed in multiple locations around the Cornish coast was not available during the summer of 2020. This was due to the uncertainty caused by the COVID-19 pandemic and the lack of available beach side operators who traditionally oversee the free hire of the beach wheelchairs. There was a small amount of negativity on social media about the lack of beach wheelchairs for 2020, despite the clear and evidence based explanation that was promoted via our media channels. We are looking forward to making this service available during 2021.

### 19.4. Independent Living

The Independent Living team provide advice, consultation and assessments on mobility products and services to our client base.

Our activities, involving the assessment for and the supply of mobility equipment, have been supported by our membership of the British Healthcare Trades Association (BHTA), and accreditation to their codes of practice enable us to remain at the forefront of developments in this fast-moving field.

As with the other Departments the COVID-19 pandemic caused a reduction in wheelchair & scooter assessments compared with previous years.

We have continued to cement our relationship with many of the local and national charitable providers to the area, including BLESMA (The military charity for limbless veterans), SSAFA (The armed forces charity), Age UK and Parkinson's UK.

We have not been able to conduct our range of promotional events in which traditionally we are strongly supported by some of our key mobility equipment manufacturers. We hope that these will be resurrected in 2021/22

## TRUSTEES' REPORT - OBJECTIVES AND ACTIVITIES

### 19.5. Staffing

Staff numbers have been maintained during the year. As part of good governance and management, we have taken the opportunity of reviewing the staffing structure as and when individuals have left the organisation. This has allowed us to reallocate staffing resource to increase the number of clinicians / Occupational Therapists and the Approved Driving Instructors staff required.

### 19.6. Public Awareness

This has been challenging during 2020/21 as the COVID-19 pandemic restricted our ability to use our traditional channels to raise awareness of the services that we offer.

Ordinarily we would provide a programme of information aimed at health professionals throughout Cornwall and Devon, we would also target motor dealers for adaptations work in Cornwall and we let out our conference facilities to appropriate organisations and then give their delegates a tour of the Centre in the interests of spreading the word. Normally there are many charities that use our conference facilities free of charge. None of this has been feasible during 2020/21. We have relied upon our social media channels and website to communicate with our clients and potential referrers.

### 19.7. Marketing

A marketing plan is developed for each year of operation, and this year included the following major items:

- Events programme
- Website
- Social media
- Advertising

The Strategic Plan for the forthcoming period focuses very much on our core offer with;

- a continued drive for efficiency
- further gains in productivity
- use of technology to make best use of people resources
- ongoing development of a stronger performance monitoring and management culture

## TRUSTEES' REPORT - OBJECTIVES AND ACTIVITIES

### 19.8. Partnerships

Adopting a collaborative approach with other similar-minded organisations enables us to leverage our slender resources to help us aspire to achieve our mission. The following is a non-exhaustive list of organisations we normally work with although opportunities during 2020/21 were more limited:

- Active Plus
- Cornwall Rural Communities Charity
- Devon and Cornwall Police
- RCHT
- Isles of Scilly Council
- Kernow CCG
- Cornwall Council
- Driving Mobility
- Living Well project
- Age UK
- Volunteer Cornwall
- Disability Cornwall & Isles of Scilly
- Cornwall VSF
- Cornwall Carers Service
- Quinnian Trust
- Clare Milne Trust
- Tanner Trust
- BHTA
- MNDA
- ADAPT programme
- Cornwall Disability Alliance

## TRUSTEES REPORT: ACHIEVEMENTS AND PERFORMANCE

### 20. General Service Achievements

	Total 2019/20	Total 2020/21
Enquiries	12,901	7,311

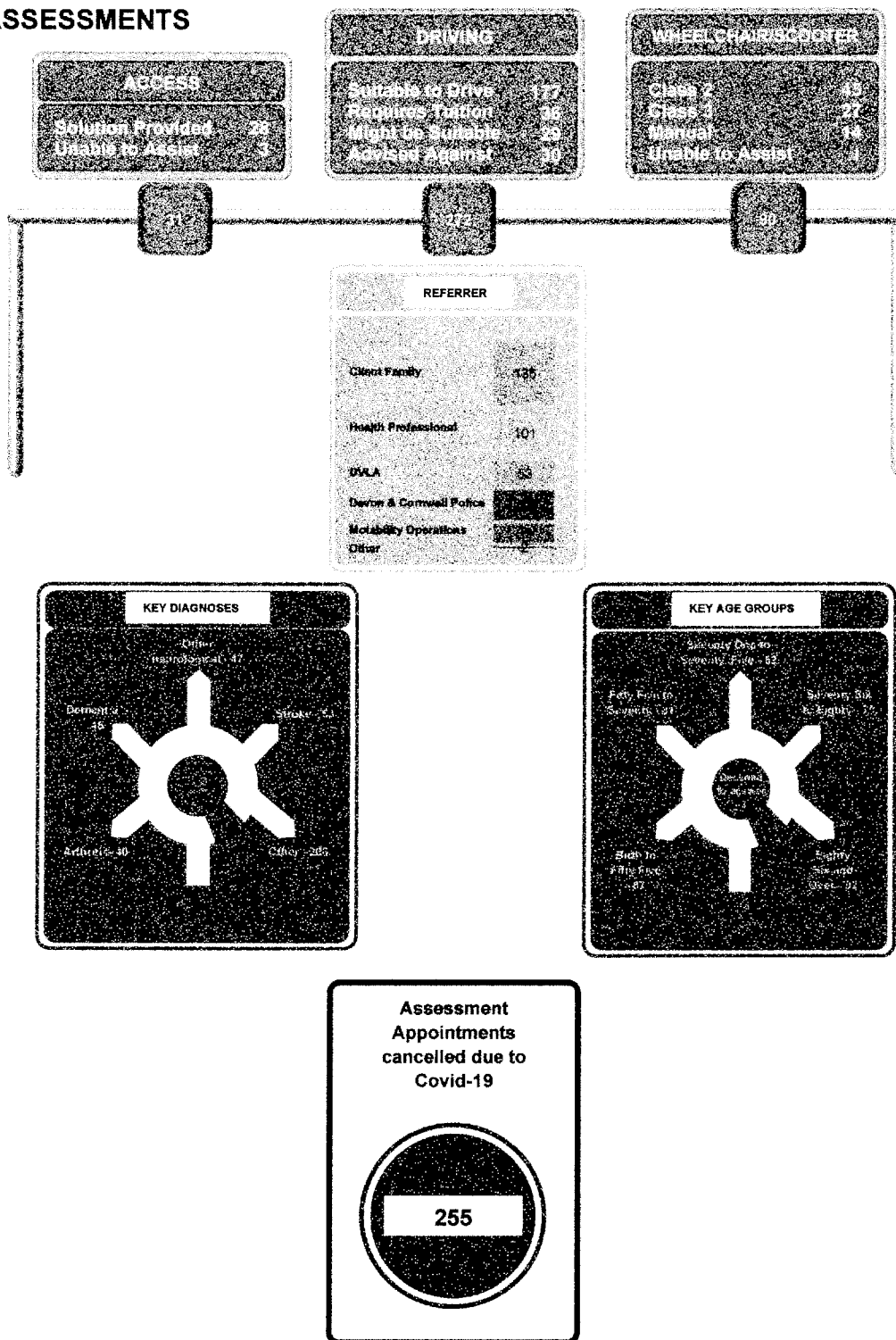
Specialised Vehicle	0	0
Driving Ability	572	192
Adaptations	161	68
Review	94	12
Driver Assessments	827	272
Access Assessments	85	31
Wheelchair / Scooter assessments	175	90
Other	78	44
<b>Total Number of Assessments</b>	<b>1165</b>	<b>437</b>

Adaptations Fitting / Service / Repair	149	72
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Mobility Equipment Service / Repair	573	302
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## TRUSTEES' REPORT - ACHIEVEMENTS AND PERFORMANCE

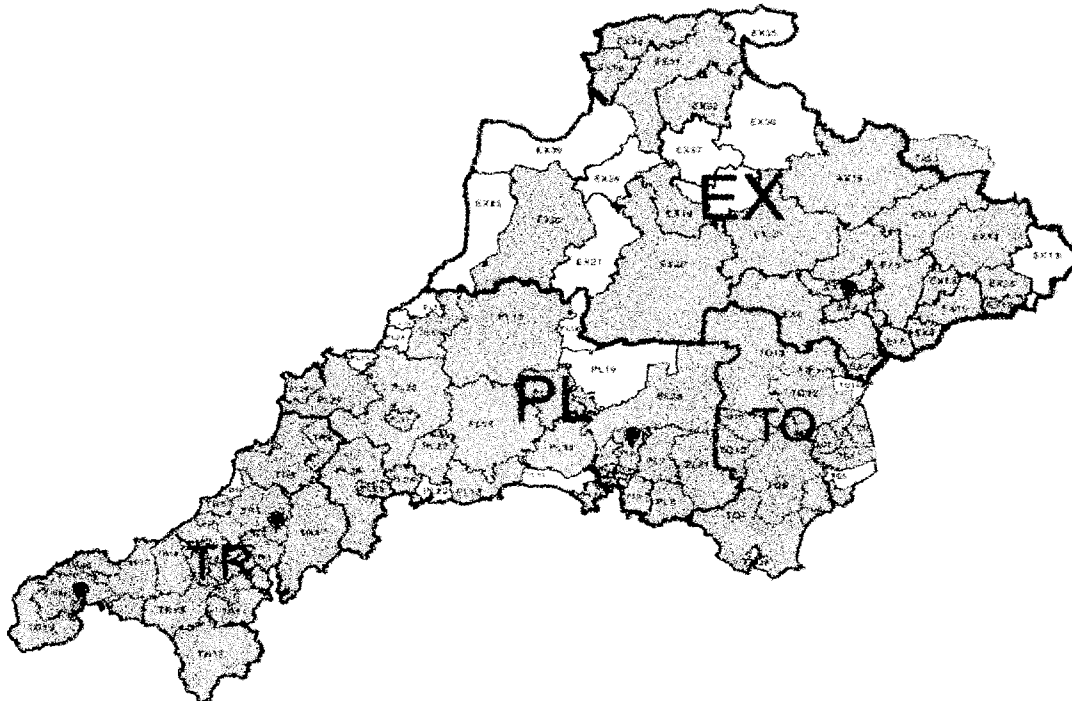
### 21. ASSESSMENTS



## TRUSTEES REPORT: ACHIEVEMENTS AND PERFORMANCE

### 22. DRIVING ASSESSMENTS CLIENT POSTCODE DISTRICT COVERAGE:

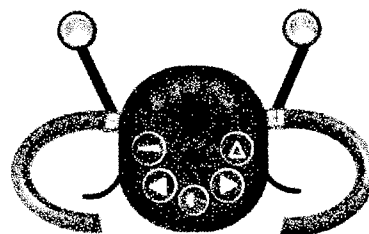
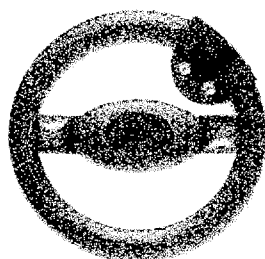
TR1	Cornwall Mobility	109
EX2	Basepoint Centres	94
PL6	Plymouth Centre	64
EX22	West Cornwall Hospital	1
	Home Visit / Other	4
		<b>272</b>



### 23. OTHER ACTIVITIES

Adaptation Fitting and Maintenance

Mobility Equipment Servicing & Repair





## TRUSTEES' REPORT

### 24. FUTURE DEVELOPMENT

#### 24.1. Clients

The promising result for 2019/20 was considered a strong platform to move into 2020/21 with an expectation to consolidate and improve our financial position. However, the impact of the COVID-19 pandemic has been very significant and lead to a significant trading loss for the year. We have utilised the Coronavirus Job Protection Scheme and retained all staff that have wished to remain in our employment. We also successfully applied for COVID-19 related grants from Council's that are responsible for the jurisdictions within which we have our operating bases. We believe that we mitigated the losses as much as we were able to.

Moving forward it will be about regaining the momentum that had built during 2019/20 and it is evident that the staff have started the 2021/22 financial year with gusto.

The implementation of a new technology led business system during 2021/22 provides an opportunity and catalyst to drive the efficiency agenda further, although it is recognised that this will require staff capacity, primarily for training, and will undoubtedly cause a degree of disruption. Alongside this we are also intending to review our Technology Infrastructure with a vision to move to a more flexible and agile solution more suited to the charity's needs.

The strategic action plan and associated targets within each team member's 'personal development review' will continue to be monitored. This will sit alongside the revised and now embedded performance dashboard which will be shared with Trustees and employees on a regular basis to raise awareness about the charity's delivery against targets.

Horizon scanning will continue to seek to identify new growth areas for the charity that are aligned with our objects. As ever, we will take an opportunistic approach to new business prospects that could support our ongoing sustainability and impact upon clients.

The charity remains a going concern and the Trustees, leadership team and staff cohort are committed to ensuring that the medium and long term future of the charity is sound.

#### 24.2. Partnerships

Much of our work necessitates the establishment of appropriate partnerships. Mature partnerships which have particularly benefitted us this year include Driving Mobility, BHTA, DfT, Disability Cornwall & IoS, Devon and Cornwall Police, The Clare Milne Trust, Age (UK), the Quinnian Trust, RCHT and IoS Council.

## TRUSTEES' REPORT

This year we intend to work / continue to work closely with the ADAPT programme, the Cornwall Foundation Trust (Wheelchair Services), Cornwall Disability Alliance, RCHT, KCCG, and Cornwall Council.

Research and Development is an area we have expanded into. We have successfully contributed as a participant in the ADAPT programme with 16 UK and French universities and hospitals which intends to develop a simulator for wheelchair users as well as a "connected" wheelchair. This project was awarded to our consortium in November 2016, the total value is €9M over 4 years with the Cornwall Mobility share being estimated at €307K, although this will be dependent upon expended resources. Cornwall Mobility is leading the consortium on the clinical trials and the technology transfer aspects of the project, as well as contributing to the Communications and Educational strands as well.

### 24.3. Management

The costs of providing a wide range of assessments (a proportion of which are supported by the DfT) was balanced by the Centre's income (2019/20). This year has been very challenging and we are hopeful that we have seen the end of restrictions due to the pandemic.

As mentioned above it is important that we return to the 2019/20 financial position and strive to improve this further. The strategic action plan, balanced scorecard, performance dashboard and intrinsic links to team member's personal development reviews will support continued improvement. There is a continued focus on productivity, efficacy of process and maximising use of resources to try and deliver the surplus making position. It is recognised that the cultural shift that is required is not easy to achieve in the short term but will realise organisational benefits for the future.

In our recruitment we have placed a greater emphasis on OTs being an intrinsic part of both teams, to ensure that all assessments fully meet the needs of all clients.

As previously noted we will be replacing the existing computer system which we use for all client transactions with a new Business System being supported by the DfT as part of the Driving Mobility programme. We will continue to take a prominent role in Driving Mobility, the BHTA and the Cornwall Chamber of Commerce.

## TRUSTEES' REPORT

### 25. Current Vehicles plus Adaptations (including vehicles available for use by the charity, but not legally owned by the charity)

Vehicle	Adaptations	Ownership
Citroen Berlingo Manual WF59 CZL	<ul style="list-style-type: none"> <li>Brig-Ayd 150kg 4-way boot hoist / Autochair 150 kg 4-way boot hoist (interchangeable)</li> <li>Autochair Milford Person hoist front passenger position</li> <li>Can be fitted with Joey Lifting Platform as and when required</li> <li>EZ instructor brake</li> <li>Push / pull hand controls</li> <li>Removable passenger swivel seat</li> </ul>	Owned
Fiat Ducato Panel Van Manual WF12 OXM	<ul style="list-style-type: none"> <li>Wheelchair Platform Lift</li> </ul>	Owned
Vauxhall Corsa Automatic MD69 GPU	<ul style="list-style-type: none"> <li>Dual brake</li> </ul>	On Loan from Driving Mobility
Volkswagen Polo Automatic PN19 KYW	<ul style="list-style-type: none"> <li>Twin flip accelerator system</li> <li>Push/pull hand controls with pin indicator switch. Secondary switching unit (wireless mini keypad). Dual controls.</li> </ul>	On Loan from Driving Mobility
Nissan Note Manual YP59 WSF	<ul style="list-style-type: none"> <li>Brig-Ayd 40kg 2 way boot hoist</li> <li>He Man instructor brake and clutch</li> <li>Steering aid</li> </ul>	Owned
Peugot Boxer LWB Panel Van Manual MW15 W XO		Owned
Peugeot Expert Tepee WAV Manual GX61 DZS	<ul style="list-style-type: none"> <li>2-piece Wheelchair access ramp</li> <li>4-point wheelchair restraints</li> <li>Wheelchair winch assist</li> <li>Turney Evo powered swivel seat and Carony wheelchair system</li> </ul>	Owned
Renault Traffic Panel Van Manual	<ul style="list-style-type: none"> <li>Wheelchair access ramp</li> </ul>	Owned

Vehicle	Adaptations	Ownership
WX59 DXM		
Renault Captur Automatic AP19 LFZ	<ul style="list-style-type: none"> <li>▪ Twin flip accelerator system</li> <li>▪ Push/pull hand controls with pin indicator switch. Secondary switching unit. Dual controls.</li> </ul>	On Loan from Driving Mobility
Toyota Yaris Automatic LRZ 6507	<ul style="list-style-type: none"> <li>▪ Twin flip accelerator system</li> <li>▪ Push/pull hand controls with pin indicator switch.</li> <li>▪ Secondary switching (dummy unit)</li> <li>▪ Dual controls.</li> </ul>	On Loan from Driving Mobility
Volkswagen Golf YNZ 3320	<ul style="list-style-type: none"> <li>▪ Dual brake and clutch</li> </ul>	On Loan from Driving Mobility
Vauxhall Grandland Manual VU69 YBP	<ul style="list-style-type: none"> <li>▪ Universal easy release dual brake</li> </ul>	On Loan from Vauxhall
VW Golf Automatic YY68 PZP	<ul style="list-style-type: none"> <li>▪ Twin flip accelerator system</li> <li>▪ Push/pull hand controls with (mini keypad). Secondary switching unit (dummy unit). Dual controls.</li> </ul>	On Loan from Driving Mobility
VW Up Manual CV18 JXU	<ul style="list-style-type: none"> <li>▪ Dual brake and clutch</li> </ul>	On Loan from Driving Mobility
Nissan Micra Manual BK67 AWJ	<ul style="list-style-type: none"> <li>▪ Dual brake and clutch</li> </ul>	On Loan from Driving Mobility

## TRUSTEES' REPORT - FINANCIAL REVIEW

### **26. The Charity's policy on investments**

The Trustees have set an investment policy to provide a mix between income and capital growth in accordance with a report prepared by Charles Stanley Group, Private Client Services. The Trustees will accept a medium level of risk and consider the performance of the investments at 6.4% Capital gain and 2.6% income to be satisfactory with respect to the volatility in the stock market.

### **27. The Charity's policy on reserves**

The reserves are held to fund potential deficits caused by adverse economic conditions and changes in Government funding. A reserve of £886,775 - equal to twelve months of the Charity's day to day running costs, measured upon the last annual accounts, plus potential closing down costs is considered prudent and appropriate. Our current total funds of £970,999 (excluding fixed assets) represents 108.5% of this total.

### **28. Appreciation**

The Trustees and staff record their thanks and appreciation to the following organisations for their continued support for our work at the Centre:

THE DUCHY HEALTH CHARITY LTD

Is particularly thanked for its long-term support and sponsorship of our work at the Centre during the past seventeen years.

VAUXHALL UK

For continuing to provide assessment vehicles.

DRIVING MOBILITY

For their continued support.

DfT

For their continued support of our work.

THE QUINNIAN TRUST

For their support for our Sand Chair development and delivery

THE CLARE MILNE TRUST

For their support for our domiciliary assessment services

OTHER CONTRIBUTORS TO THE CENTRE INCLUDE:

The many other local giving charities to which we are indebted.

The Royal Cornwall Hospital Trust which has supported the Centre with many reciprocal services during the past 20+ years.

Simon Blamey  
Chief Executive

## TRUSTEES' REPORT

### 29. Statement of trustees' responsibilities

Company and charity law 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 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 then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

### 30. Auditors

A resolution proposing that RRL LLP be re-appointed as auditors of the charity will be put to the Annual General Meeting.

### 31. Statement of disclosure to auditors

- a) So far as the trustees are aware, there is no relevant audit information of which the company's auditors are unaware; and
- b) We have taken all reasonable steps that we ought to have taken as trustees in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

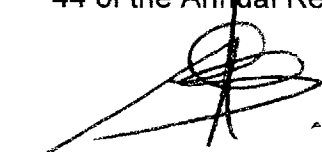
### 32. Small company exemptions

This report has been prepared in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (revised 2011) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

## TRUSTEES' REPORT

### 33. Approval of Accounts

The Trustees approved and adopted the financial statements set out on pages 29 to 44 of the Annual Report on 30 September 2021.

  
Dated:  
18/10/2021

Signed by the Chairman of the Board of Trustees: Dr Margaret Abban.

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CORNWALL MOBILITY CENTRE

### Opinion

We have audited the financial statements of Cornwall Mobility Centre Ltd (the 'charitable company') for the year ended 31 March 2021 which comprise the statement of financial activities, balance sheet and statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CORNWALL  
MOBILITY CENTRE

**Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CORNWALL MOBILITY CENTRE

- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 22, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CORNWALL  
MOBILITY CENTRE

As part of our audit work, we obtained an understanding of the legal and regulatory frameworks applicable to the charity and the sector in which they operate. We determined that the laws and regulations that were most significant to the charity as well as the laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011, the Companies Act 2006 and compliance with the Charities Statement of Recommended Practice.

The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- We reviewed legal and professional costs to identify any possible non-compliance or legal costs in respect of non-compliance;
- Discussion with management as to how compliance with these laws and regulations is monitored;
- Enquiries of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reviewing minutes of trustee meetings and correspondence with regulators;
- Performing audit work in connection with the risk of management override of controls, including testing journal entries for reasonableness and evaluating the business rationale of significant transactions outside the normal course of business.

We also communicate relevant identified laws and regulations and potential fraud risk to all engagement team members and remain alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CORNWALL  
MOBILITY CENTRE

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RRL LLP

**Mark Williams FCA DChA** (Senior Statutory Auditor)  
For and on behalf of RRL LLP

Dated: 15/11/2021

Peat House  
Newham Road  
TRURO  
Cornwall  
TR1 2DP

**CORNWALL MOBILITY CENTRE LTD**  
**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE**  
**ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	2021 Total £	2020 Total £
<b>Income and endowments from:</b>						
Donations and legacies	2	207,487	-	-	207,487	1,998
<i>Charitable activities:</i>						
Assessments and tuition	4	325,380	52,475	-	377,855	510,489
Equipment supply/repair & adaptation	5	252,468	2,592	-	255,060	469,835
Other trading activities	3	7,000	-	-	7,000	9,618
Investment income		15,231	-	10	15,241	18,006
Other	7	24,456	-	-	24,456	2,908
<b>Total income</b>		<u>832,022</u>	<u>55,067</u>	<u>10</u>	<u>887,099</u>	<u>1,012,854</u>
<b>Expenditure on:</b>						
<b>Charitable activities</b>						
Assessments and tuition	8	444,259	72,750	-	517,009	536,273
Equipment supply/repair & adaptation	8	323,149	2,672	-	325,821	450,689
Support costs	8	11,468	-	-	11,468	12,374
<b>Total expenditure</b>		<u>778,876</u>	<u>75,422</u>	<u>-</u>	<u>854,298</u>	<u>999,336</u>
<b>Net income/(expenditure) before revaluation of investments</b>		53,146	(20,355)	10	32,801	13,518
Net (losses)/gains on investments		-	-	34,116	34,116	(25,336)
<b>Net income/(expenditure) and net movement in funds</b>		<u>53,146</u>	<u>(20,355)</u>	<u>34,126</u>	<u>66,917</u>	<u>(11,818)</u>
<b>Reconciliation of funds</b>						
Total funds brought forward		734,042	248,093	337,778	1,319,913	1,331,731
<b>Total funds carried forward</b>		<u>787,188</u>	<u>227,738</u>	<u>371,904</u>	<u>1,386,830</u>	<u>1,319,913</u>

The above results relate to continuing activities. There were no discontinued activities in the current or prior period.

There are no recognised gains or losses in the current or prior period other than the net movement in funds.

**CORNWALL MOBILITY CENTRE LTD**

**BALANCE SHEET  
AS AT 31 MARCH 2021**

		<b>2021</b>		<b>2020</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed assets</b>					
Tangible assets	<b>14</b>		415,831		427,364
Investments	<b>15</b>		<u>570,488</u>		<u>533,795</u>
			986,319		961,159
<b>Current assets</b>					
Stocks	<b>16</b>	67,781		61,329	
Debtors	<b>17</b>	107,947		50,416	
Cash at bank and in hand		<u>489,272</u>		<u>377,894</u>	
		665,000		489,639	
<b>Creditors: amounts falling due within one year</b>	<b>18</b>	<u>264,489</u>		<u>130,885</u>	
<b>Net current assets</b>			400,511		358,754
<b>Net assets</b>			<u><u>1,386,830</u></u>		<u><u>1,319,913</u></u>
<b>Funds</b>					
Unrestricted funds - including revaluation reserve of (£302) (2020: £1,085)	<b>21</b>		787,188		734,042
Restricted funds - including revaluation reserve of (£855 ) (2020: (£5,977))	<b>23</b>		227,738		248,093
Endowment funds - including revaluation reserve of £30,398 (2020: £16,222)	<b>22</b>		<u>371,904</u>		<u>337,778</u>
			<u><u>1,386,830</u></u>		<u><u>1,319,913</u></u>

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Company number: 04713856

Director

  
Antony Fry FCA

Date 18/10/2021

**CORNWALL MOBILITY CENTRE LTD**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	2020 £
<b>Cash flow from operating activities:</b>			
Net cash provided by/(used in) operating activities	29	107,536	35,638
<b>Cash flow from investing activities:</b>			
Dividends and interest from investments		15,241	18,006
Proceeds from the sale of property, plant and equipment		-	10,567
Purchase of property, plant and equipment		(8,822)	(2,639)
Proceeds from sale of investments		44,626	118,135
Purchase of investments		(47,203)	(103,594)
<b>Net cash provided by investing activities</b>		3,842	40,475
<b>Cash flows from financing activities:</b>			
<b>Net cash provided by (used in) financing activities</b>		-	-
Change in cash and cash equivalents in the reporting period		111,378	76,113
Cash and cash equivalents at the beginning of the reporting period		377,894	301,781
<b>Cash and cash equivalents at the end of the reporting period</b>		489,272	377,894

**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1 Accounting policies**

**1.1 Accounting convention**

The financial statements are prepared under the historical cost convention, modified to include the revaluation of investments and leasehold property and follow the recommendations in 'Accounting and Reporting by Charities: Statement of Recommended Practice' 2019 (FRS 102), the Companies Act 2006 and the Charities Act 2011.

Cornwall Mobility Centre Ltd is a public benefit entity.

**1.2 Going Concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**1.3 Incoming resources**

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants, including government grants, are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Income from investments is included in the year in which it is receivable.

**1.4 Resources expended**

Resources expended are recognised in the year in which they are incurred and are included in the accounts based on the nature of the expense. Expenditure is allocated directly to activity categories where possible. Salaries are apportioned between cost headings on the basis of the function undertaken by the employee. Other costs are allocated on the same basis as salary and travel costs with the exception of motor expenses which are allocated based on the number of vehicles and departmental usage.



**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1.5 Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £250 are capitalised and included at cost including any incidental costs of acquisition.

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Leasehold properties	- 2% per annum
Computer equipment	- 33% per annum
Other equipment and fixtures	- 15% per annum
Motor Vehicles	- 25% per annum
Loan and hire equipment	- 33% per annum

**1.6 Investments**

Fixed asset investments are stated at market value at the balance sheet date. Changes in value in the year are reported in the Statement of Financial Activities.

**1.7 Stock**

Stock is valued at the lower of cost and net realisable value after making allowance for obsolete and slow moving items.

**1.8 Debtors and Creditors**

Debtors receivable and creditors payable within one year are recorded at transaction price.

**1.9 Pensions**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity in the year.

**1.10 Funds Structure**

The charity has an expendable endowment fund which was initiated when the charity was set up. The capital is mainly held as investments and the income is expended as necessary to support the deficit on driving tuition and assessments. Further details are disclosed in note 22.

**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**2. Donations and legacies**

	Unrestricted funds £	Restricted funds £	Endowment funds £	2021 £	2020 £
Sundry donations	89	-	-	89	1,998
Covid Income	207,398	-	-	207,398	-
	<u>207,487</u>	<u>-</u>	<u>-</u>	<u>207,487</u>	<u>1,998</u>

Cornwall Council - grants have been received totalling £37,150 (2020: £Nil). The local restrictions support grant has been issued to help businesses during the national lockdown and COVID-19 outbreak.

HMRC - grants have been received totalling £159,331 (2020: £Nil) to help with the furloughed staff whilst in a nationwide lockdown due to COVID-19

**3. Other trading activities**

	Unrestricted funds £	Restricted funds £	Endowment funds £	2021 £	2020 £
Training Courses	5,500	-	-	5,500	7,160
Hire of conference facilities	1,500	-	-	1,500	2,458
	<u>7,000</u>	<u>-</u>	<u>-</u>	<u>7,000</u>	<u>9,618</u>

**4. Assessments and tuition**

	Unrestricted funds £	Restricted funds £	Endowment funds £	2021 £	2020 £
Department for Transport (see note 6)	299,937	-	-	299,937	367,376
Driving tuition and assessments	25,443	-	-	25,443	68,705
Grants (see note 6)	-	52,475	-	52,475	74,408
	<u>325,380</u>	<u>52,475</u>	<u>-</u>	<u>377,855</u>	<u>510,489</u>

**5. Equipment supply/repair and adaptation**

	Unrestricted funds £	Restricted funds £	Endowment funds £	2021 £	2020 £
Equipment sales accessories and repairs	181,437	-	-	181,437	343,451
Vehicle adaptations	71,031	-	-	71,031	121,148
Grants (see note 6)	-	2,592	-	2,592	5,236
	<u>252,468</u>	<u>2,592</u>	<u>-</u>	<u>255,060</u>	<u>469,835</u>

**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**6. Included within Incoming Resources are the following deferred grants:**

	<b>Brought forward at 01/04/20</b>	<b>Received in Year</b>	<b>Released to SOFA in Year</b>	<b>Carried forward at 31/03/21</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted Assessments and tuition revenue grants</b>				
Department for Transport	-	429,845	299,937	129,908
<b>Restricted Assessments and tuition revenue grants</b>				
<b>Development Activities</b>				
Driving Mobility	-	43,500	29,472	14,028
ADAPT	-	4,035	4,035	-
Department for Transport	-	24,597	18,968	5,629
	-	72,132	52,475	19,657
<b>Restricted Equipment supply/repair and adaptations revenue grants</b>				
Other	-	2,592	2,592	-
TOTAL	-	74,724	55,067	19,657

**Purposes of unrestricted grants**

DfT Grant to cover the shortfall between fees charged to clients and the costs of carrying out Assessments and Tuition

**Purposes of restricted grants**

Other Grants: for various activities

Tanner Trust: for the deployment on beaches and maintenance of Beach wheelchairs fleet

Development Activities: to cover costs of training of staff and others, costs incurred in attending meetings, expansion of outreach services and the HUBs project.

**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**7. Other**

	Unrestricted funds £	Restricted funds £	Endowment funds £	2021 £	2020 £
Sundry income	306	-	-	306	2,875
Secondment Income	24,150	-	-	24,150	-
Insurance commission	-	-	-	0	33
	<u>24,456</u>	<u>-</u>	<u>-</u>	<u>24,456</u>	<u>1,094</u>

**8. Costs of activities in furtherance of the objectives of the charity**

	Assessments & Tuition £	Equip' Supply/ Repair & Adaptation £	Other Support Costs £	2021 £	2020 £
Salaries and travel	410,988	168,084	-	579,072	581,015
Purchases	6,046	133,169	-	139,215	258,140
Telephone, stationery and advertising	12,481	5,105	-	17,586	20,871
Depreciation	19,390	965	-	20,355	22,461
Repairs and maintenance	6,363	2,602	-	8,965	14,334
Insurance	12,435	5,086	-	17,521	18,714
Training and course expenses	4,980	0	-	4,980	4,229
Sundry office expenses	13,656	5,585	-	19,241	31,040
Audit fees	-	-	1,700	1,700	1,575
Professional charges	-	-	9,768	9,768	10,799
Catering charges	520	212	-	732	2,619
Light and heat	5,456	2,232	-	7,688	8,492
Rent & Rates	16,563	487	-	17,050	14,241
Bank charges	1,640	671	-	2,311	2,924
Profit on sale of fixed assets	-	-	-	-	(10,567)
Motor expenses	6,491	1,623	-	8,114	16,143
Stock w/o	-	-	-	-	2,306
	<u>517,009</u>	<u>325,821</u>	<u>11,468</u>	<u>854,298</u>	<u>999,336</u>

**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

<b>9. Charitable expenditure</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Operating gain is stated after charging:		
Depreciation and other amounts written off tangible assets	<u>20,355</u>	<u>22,461</u>
Auditors' remuneration	<u>1,700</u>	<u>1,575</u>
Auditors' remuneration for accounting services	<u>2,725</u>	<u>2,625</u>

**10. Employees**

<b>Number of employees</b>	<b>Number</b>	<b>Number</b>
The average monthly numbers of employees during the year were:		
Management	2	2
Administration	4	4
Other	<u>21</u>	<u>22</u>
	<u>27</u>	<u>28</u>

**Employment costs**

	<b>£</b>	<b>£</b>
Wages and salaries	527,641	524,430
Social security costs	40,455	41,316
Other pension costs	<u>10,743</u>	<u>10,906</u>
	<u>578,839</u>	<u>576,652</u>

One employee received emoluments in the band between £60,000 and £70,000 (2020 - One).

There were no Statutory Redundancy Payments (2020 - Nil)

**11. Key management personnel**

The key management personnel of the charity comprises the Chief Executive and the Deputy Manager (Finance). The total employee benefits of the key management personnel of the Trust were £121,744 (2020 £119,539).

**12. Trustees' emoluments**

The trustees received no emoluments or reimbursed expenses during the year.

**13. Pension costs**

The company operates a defined contribution scheme in respect of its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due by the company. There were outstanding contributions at the end of the current year totalling £2,059 (2020: £2,203).

**CORNWALL MOBILITY CENTRE LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**14. Tangible fixed assets**

	Long leasehold property £	Fixtures fittings, vehicles and equipment £	Total £
<b>Cost/valuation</b>			
At 31st March 2020	465,000	293,427	758,427
Additions	-	8,822	8,822
Disposal	-	(1,558)	(1,558)
At 31st March 2021	<u>465,000</u>	<u>300,691</u>	<u>765,691</u>
<b>Depreciation</b>			
At 31st March 2020	65,100	265,963	331,063
On disposals	-	(1,558)	(1,558)
Charge for the year	9,300	11,055	20,355
At 31st March 2021	<u>74,400</u>	<u>275,460</u>	<u>349,860</u>
<b>Net book values</b>			
At 31st March 2021	<u>390,600</u>	<u>25,231</u>	<u>415,831</u>
At 31st March 2020	<u>399,900</u>	<u>27,464</u>	<u>427,364</u>

The property was revalued by Scott Burrridge Chick on 17 April 2013, on an open market value basis to £465,000. The historic cost at 31 March 2018 was £675,000.

Not included in the above figure is a driving assessment rig, cost £47,000 which is made available to the company by Driving Mobility. Driving Mobility retain the legal ownership of the asset and significant obligations of ownership.

**15. Fixed asset investments**

	<b>UK Listed Investments</b>	
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Valuation</b>		
At 31st March 2020	533,795	573,672
Revaluation	34,116	(25,336)
Purchases	47,203	103,594
Proceeds	(44,626)	(118,135)
At 31st March 2021	<u>570,488</u>	<u>533,795</u>
Included above is the following:		
COIF Fixed Interest Unit Trust	197,150	200,436
M&G Fixed Interest	<u>101,851</u>	<u>99,992</u>

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<b>16. Stocks</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Work in progress	4,159	1,768
Demonstrator equipment for sale	63,622	59,561
	<u>67,781</u>	<u>61,329</u>
<b>17. Debtors</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	12,686	14,405
Other debtors	5,131	17,803
Prepayments and accrued income	90,130	18,208
	<u>107,947</u>	<u>50,416</u>
<b>18. Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Otter Fund	845	845
Trade creditors	39,615	39,033
Payments on account	10,375	20,202
Other taxes and social security costs	10,847	11,625
Accruals and deferred income	202,807	59,180
	<u>264,489</u>	<u>130,885</u>

Included above is deferred income of £161,302 (2020: £39,324)

**19. Operating Lease Commitments**

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Within one year	4,842	-
Between two and five years	1,494	-
	<u>6,336</u>	<u>-</u>

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**20. Analysis of net assets between funds**

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Fund balances at 31st March 2021 as represented by:				
Tangible fixed assets	188,093	227,738	-	415,831
Investment assets	198,584	-	371,904	570,488
Current assets	665,000	-	-	665,000
Current liabilities	(264,489)	-	-	(264,489)
	<u>787,188</u>	<u>227,738</u>	<u>371,904</u>	<u>1,386,830</u>
Fund balances at 31st March 2020 as represented by:				
Tangible fixed assets	179,271	248,093	-	427,364
Investment assets	196,017	-	337,778	533,795
Current assets	489,639	-	-	489,639
Current liabilities	(130,885)	-	-	(130,885)
	<u>734,042</u>	<u>248,093</u>	<u>337,778</u>	<u>1,319,913</u>



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<b>21. Unrestricted funds</b>	<b>01-Apr-20 £</b>	<b>Incoming £</b>	<b>Transfers and Outgoing £</b>	<b>Unrealised Investment Gain £</b>	<b>31-Mar-21 £</b>
Unrestricted fund	<u>734,042</u>	<u>832,022</u>	<u>(778,876)</u>	<u>-</u>	<u>787,188</u>

**Purposes of unrestricted funds**

The reserves are held to fund potential deficits caused by adverse economic conditions and changes in Government funding. A reserve equal to twelve months of the Charity's day to day running costs, measured upon the last annual account, plus potential closing down costs is considered prudent and appropriate. Our current total funds (excluding fixed assets) represents % of this total.

<b>22. Endowment funds</b>	<b>01-Apr-20 £</b>	<b>Incoming £</b>	<b>Transfers and Outgoing £</b>	<b>Unrealised Investment Gain £</b>	<b>31-Mar-21 £</b>
Endowment Fund	<u>337,778</u>	<u>10</u>	<u></u>	<u>34,116</u>	<u>371,904</u>

**Purposes of endowment funds**

The endowment funds are held for the purpose of providing income to support the deficit on tuition and assessments. No such transfer has been made in the year.

<b>23 Restricted funds</b>	<b>01-Apr-20 £</b>	<b>Incoming £</b>	<b>Outgoing £</b>	<b>Gains/losses/ Transfers £</b>	<b>31-Mar-21 £</b>
Other grants	-	55,067	(55,067)	-	-
<b>Capital grants</b>					
Department for Transport	249,728	-	(21,728)	-	228,000
Other	4,342	-	(296)	-	4,046
Revaluation on long leasehold property	(5,977)	-	1,669	-	(4,308)
<b>Total</b>	<u>248,093</u>	<u>55,067</u>	<u>(75,422)</u>	<u>-</u>	<u>227,738</u>

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**24. Unrestricted funds (comparative)**

	01-Apr-19 £	Incoming £	Outgoing £	Gain £	31-Mar-20 £
Unrestricted fund	698,393	932,880	(897,231)	-	734,042

**Purposes of unrestricted funds**

The reserves are held to fund potential deficits caused by adverse economic conditions and changes in Government funding. A reserve equal to twelve months of the Charity's day to day running costs, measured upon the last annual account, plus potential closing down costs is considered prudent and appropriate. Our current total funds (excluding fixed assets) represents 100.65% of this total.

**25. Endowment funds (comparative)**

	01-Apr-19 £	Incoming £	Transfers and Outgoing £	Unrealised Investment Loss £	31-Mar-20 £
Endowment Fund	362,784	330	-	(25,336)	337,778

**Purposes of endowment funds**

The endowment funds are held for the purpose of providing income to support the deficit on tuition and assessments. No such transfer has been made in the year.

**26 Restricted funds (comparative)**

	01-Apr-19 £	Incoming £	Outgoing £	Gains/losses/ Transfers £	31-Mar-20 £
Other grants	-	79,644	(79,644)	-	-
<b>Capital grants</b>					
Department for					
Transport	271,510	-	(21,782)	-	249,728
Other	6,690	-	(2,348)	-	4,342
Revaluation on long leasehold property	(7,646)	-	1,669	-	(5,977)
<b>Total</b>	<b>270,554</b>	<b>79,644</b>	<b>(102,105)</b>	<b>-</b>	<b>248,093</b>

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**27 Purposes of restricted funds**

Other grants: for various activities

The capital restricted funds are held for the purpose of purchasing tangible fixed assets.

**28 Transactions with Trustees**

Due to the nature of the charity's operations and the composition of the board of Trustees, it is inevitable that transactions will take place with organisations in which a Trustee, or persons connected with them, may have an interest. Any transactions having taken place will be on a normal commercial basis.

**29 Reconciliation of net expenditure to net cash flow from operating activities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Net income / (expenditure) for the reporting period (as per the statement of financial activities)</b>	66,917	(11,818)
<b>Adjustments for:</b>		
Depreciation charges	20,355	22,461
Losses/(gains) on investments	(34,116)	25,336
Dividends and interest from investments	(15,241)	(18,006)
(Gains) on the sale of fixed assets	-	(10,567)
Decrease in stocks	(6,452)	8,242
(Increase) in debtors	(57,531)	39,121
(Decrease)/increase in creditors	133,604	(19,131)
<b>Net cash generated by operating activities</b>	<b>107,536</b>	<b>35,638</b>

