

**CHESTERFIELD & DISTRICT SHOPMOBILITY LTD**

**TRUSTEES' REPORT  
AND  
FINANCIAL STATEMENTS  
(Independently Examined)**

**FOR THE YEAR ENDED 31 MARCH 2021**

# **CHESTERFIELD & DISTRICT SHOPMOBILITY LTD**

**For the year ended 31 March 2021**

---

## **CONTENTS**

	<b>Page</b>
<b>Legal and Administrative Information</b>	<b>3</b>
<b>Report of the Management Committee</b>	<b>4 - 6</b>
<b>Independent Examiners Report</b>	<b>7 - 8</b>
<b>Statement of Financial Activities</b>	<b>9</b>
<b>Balance Sheet</b>	<b>10 - 11</b>
<b>Notes to financial statements</b>	<b>12 - 17</b>

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

For the year ended 31 March 2021

---

## LEGAL & ADMINISTRATIVE INFORMATION

Company Number 07106728

Charity Number 1136369

### Business Address

### & Registered Office

Ground Floor  
Multi-storey Carpark  
New Beetwell Street  
Chesterfield  
Derbyshire  
S40 1QR

### Management Committee

### (All Trustees)

Mr C Mitchell (Chair)  
Mrs E Hinde (Treasurer)  
Mrs C Mitchell (Company Secretary)  
Mr P Eardley  
Mr A Hayden

### Independent Examiner

Bernard Wale  
Archway Management Services  
Fox Cottage  
11 Main Street  
Newthorpe  
Nottinghamshire  
NG16 2EX

### Bankers

Barclays Bank Plc  
Chesterfield Branch  
37 Rose Hill  
Chesterfield  
S40 1LS

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Report of the Management Committee

For the year ended 31 March 2021

---

The Board present their eighth annual report and financial statements for the year ended 31 March 2021. The members who served on the Board during the year and up to the date of this report are shown on page 3 of this report

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing Document

Chesterfield & District Shopmobility is a charitable company limited by guarantee incorporated 16 December 2009 and is registered with the Charity Commission, registration number 1109952. Its memorandum and articles of association were adopted 18 December 2009 under company registration number 07106728 govern its affairs. The company was originally registered as Shopmobility Derbyshire Ltd but changed its name to Chesterfield and District Shopmobility 21 October 2011. The company eventually commenced active trading 1 April 2013 replacing the services previously operated through our unincorporated organisation

The liability of members in the event of the company being wound up is limited to a sum not exceeding £10. The memorandum of association restricts the use of the company's income and property, such that they must be applied solely towards the objects of the organisation and specifically disallows the payment of any dividend, bonus or profits to its members.

### Tax Status

The company is a company limited by guarantee, a registered charity and is exempt from corporation tax and income tax.

### Trustees

The board of Trustees also acts as the management committee and is responsible for the overall governance of the charity. It meets on a regular basis to review the general running, strategic direction and policies of the charity. The trustees are also directors of the company. Director/trustees are either elected on the recommendation of members of Chesterfield and District Shopmobility Ltd, fellow director/trustees or co-opted and the minimum number of director/ trustees is three with a current maximum of 15. One third of the director/trustees shall retire at each annual meeting along with all newly appointed director/trustees. At this year's annual meeting the following director/trustees will retire and will be seeking re-election: -

**Elaine Hinde**

The board delegates certain powers and responsibilities relating to the daily management and administration of the charity. These powers are controlled by the need to regularly report back to the main board in order that any decisions made under delegated powers are fully ratified.

## OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The company's objects and principal activities are to: -

- Provide people in our catchment area who have mobility difficulties, whether permanent or temporary, with suitable means of personal transport that enables them to maintain as much freedom

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Report of the Management Committee (continued)

For the year ended 31 March 2021

---

and independence as their condition allows. Thus expanding their opportunities and enhancing their quality of life

- Relieve the needs of people who are elderly, poor, disabled, or lack adequate and safe passenger services by providing Shopmobility and other allied services within Chesterfield, north East Derbyshire, Bolsover and surrounding areas with the aim of improving their mobility and conditions of life.

The director/trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives

### ACHIEVEMENTS AND PERFORMANCE

The director/trustees' main priority remains to ensure that the services delivered under our previously unincorporated organisation and that users have come to value, particularly in the Chesterfield area continue. This enables the organisation to offer all users the higher quality of life they have experienced and enjoyed over the past 33 years.

### Plans for the future

The coming year is not looking very positive with the onset of Covid 19 and possible very severe restrictions on regular activities but we shall seek to continue with the development of our membership with local people along with the many visitors to Chesterfield and its surrounding areas and also seek to expand our leisure services particularly the Tracks and Trails available in Chesterfield and surrounding areas. It is also the desire and aim of the board to eventually become a self-sustaining company which is taking longer than anticipated.

### Reserves Policy

The aim of the company is not to make profits but to use any surplus funds to promote and finance the future growth of the organisation.

### FINANCIAL REVIEW

This 8th year since incorporation has again been extremely difficult against the backdrop of ever declining shortage of funding opportunities and the further reduction in some of our current funding sources along with restrictions due to the Covid pandemic. We have had to tailor our services to the available resources to aim at remaining a viable provider of a much needed service company within our area.

Budgetary and financial controls continue to be reviewed and improved in order to reduce the risk of over expenditure and to mitigate the effect of reduction in income in any one financial year.

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Report of the Management Committee (continued)

For the year ended 31 March 2021

---

### Principal Sources of Funding

The principal source of funding for the charity is: - Chesterfield Borough Council, which enables us to operate our core services within Chesterfield and also covers the staff costs and the rental of our premises, our income generation of the charity supports our remaining services.

The HMRC JRS scheme has also offered a lifeline for our continuation

### Free Reserves

Free reserves are available for use by the charity are deemed to be those that are readily realisable, less funds whose uses are restricted or designated for specific purposes. The calculation excludes fixed assets that will continue to be used in the day to day running of the charity.

### Risk Management

The board are continuing to review all of the major risks to which the charity is exposed. Where appropriate, systems or procedures are being established or strengthened to mitigate the risks the charity faces. Internal control risks are being minimised by the implementation of procedures for the authorisation of all transactions and projects.

Procedures are in place to ensure ongoing compliance with health and safety of staff, volunteers, clients and visitors to our operational centre. These procedures are periodically reviewed to ensure they continue to meet the needs of the charity. DBS checks are carried out for all director/trustees, staff and volunteers.

### Chairman's Report

We have faced new issues because of the pandemic, which has had a significant impact on the charity and its volunteers, staff and members. It is clear that covid 19 has changed the way we operate. We will continue to observe the anti-covid procedures to stay a safe place.

The Charity constantly reviews our situation and the direct focus of our work will be to continue to support and empower the community we serve, providing the mobility equipment to combat isolation giving access to the independence of our members who strive to be equal members of society.

We will also continue to seek funding to develop plans and services identified within this work, working, wherever possible, with other partners to support delivery of quality services. There will a focus on volunteer and Board member recruitment.

Finally, we believe that equal access to our services is vital for our success and to community wellbeing. Therefore, we will continue to strive to learn, adapt and break down barriers. I would like to take this opportunity to thank all our volunteers, staff and members for all their continuing support through what are very difficult times.

Colin Mitchell  
Chairman

# **CHESTERFIELD & DISTRICT SHOPMOBILITY LTD**

## **Independent Examiner's Report on the unaudited Financial Statements of Chesterfield & District Shopmobility**

---

I report on the unaudited financial statements of Chesterfield & District Shopmobility for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet and related notes.

This report is made solely to the directors/trustees, as a body, in accordance with section 145(1)) of the Charities Act 2011 and regulations made under section 154 of that Act. My examination has been undertaken so that I may state to the company's trustees those matters I am required to state to them in an independent examiner's report and for no other purposes. To the fullest extent permitted by law, I do not accept or assume any responsibility to anyone other than the organisation and the director/trustees as a body, for my examination or for this report.

### **RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND INDEPENDENT EXAMINER**

The charity's directors/trustees remain responsible for the preparation of the financial statements. The directors/trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the Act) and that an independent examination only is required.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination it is my responsibility to examine the financial statements under section 145 of the 2011 Act; to follow procedures laid down in the general directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and to state whether any particular matters have come to my attention.

### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination included a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as directors/trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the financial statement present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the requirements :
  - to keep accounting records in accordance with section 386 of the Companies Act 2006;

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Independent Examiner's Report on the unaudited Financial Statements of Chesterfield & District Shopmobility

---

- and to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities.
  - have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Bernard Wale  
Archway Management Services  
Fox Cottage  
11 Main Street  
Newthorpe  
Notts  
NG16 2EX



# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Statement of Financial Activities (Incorporating the Income & Expenditure) – Independently Examined For the year ended 31 March 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>Incoming Resources:</b>					
<b>From generated funds</b>					
Voluntary Income:					
Donations		465	-	465	953
Grants	2	31789	6358	38147	22403
Investment Income		-	-	-	-
<b>From Charitable Activities:</b>					
Hire Charges and Other Income		29850		29850	39921
<b>Total Incoming Resources</b>		62104	6358	68462	63277
<b>Resources Expended</b>					
Charitable Activities	3	46846		46846	53152
Workshop Activities		9226	6358	15584	9022
Governance Costs		580	-	580	580
<b>Total Resources Expended</b>		56652	6358	63010	62754
Net incoming(outgoing) Resources before transfers		5452	-	5452	523
Transfer between Funds		-	-		
Net incoming (outgoing) funds for the year		5452	-	5452	523
Funds balances b/fwd. at 1 April 2020		15442	-	15442	14919
Fund Balances C/fwd. at 31 March 2021		20894	-	20894	15442

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Balance Sheet – Independently Examined As at 31 March 2021

	Notes	2021 £	2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>Fixed Assets</b>					
Tangible Assets				2991	1753
<b>Current Assets</b>					
Debtors	2		-		-
Cash at bank and in hand			7282		9821
			<u>7282</u>		<u>11574</u>
Creditors: amounts falling Due within one year			<u>10621</u>	17903	3868
<b>Net Current Assets</b>				<u>20894</u>	<u>15442</u>
<b>Net Assets</b>					
Represented by: -					
Unrestricted Funds					
General funds				20894	15422
Designated funds				-	-
Restricted funds				-	20
<b>Total Funds</b>				<u>20894</u>	<u>15442</u>

In approving these financial statements as Directors/Trustees of the charitable company we hereby confirm:

1. that for the year stated above the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies
2. that no notice has been deposited at the registered office of the charitable company pursuant to Section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2020; and
3. that we acknowledge our responsibilities for: -  
ensuring that the charitable company keeps accurate accounting records which comply with Section 386 of the Companies Act 2006, and  
Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the year then ended in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

## **CHESTERFIELD & DISTRICT SHOPMOBILITY LTD**

These financial statements are prepared with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the trustees on 8<sup>th</sup> October 2021 and signed on their behalf by:

---

Mr C Mitchell  
Chairperson

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Notes to the Financial Statements – Independently Examined For the year ended 31 March 2021

---

### 1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

#### 1.1 Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

#### 1.2 Fund Accounting

Unrestricted funds are available for use in accordance with the charitable objects and at the discretion of the trustees.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### 1.3 Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in the statements.

Investment income is included when receivable.

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Notes to the Financial Statements – Independently Examined For the year ended 31 March 2021

---

- Incoming resources from charitable trading activities are accounted for when earned. Incoming resources from grants, when related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

### **1.4 Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates

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.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

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

All costs are allocated between expenditure categories of the statement of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

### **1.5 Tangible fixed assets and depreciation**

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in most cases is estimated to be 4 years. Computer equipment is written off over 2 years.

### **1.6 Leasing commitments**

Any rentals paid under operating leases are charged against income on a straight line basis over the lease term.

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Notes to the Financial Statements – Independently Examined

For the year ended 31 March 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOMING RESOURCES</b>				
<b>2 Grants</b>				
Chesterfield Borough Council	21789		21789	21789
Voluntary Action	-	-	-	614
CBC Grant (Covid)	10000		10000	-
HMRC JRS	-	6358	6358	-
		-	-	-
	<u>31789</u>	<u>6358</u>	<u>38147</u>	<u>22403</u>
<b>Resources Expended</b>				
	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>3 Charitable Activities</b>				
Wages	19596	6358	25954	24897
Rent, rates & insurances	3731	-	3731	4393
Vehicle expenses	2285	-	2285	2848
Workshop Customer Repairs	9226	-	9226	9022
Training	3	-	3	44
Staff & volunteers expenses	827	-	827	2867
Telephone & Broadband	7917	-	7917	2705
Advertising/publicity	3673	-	3673	5541
Print, postage & stationery	3630	-	3630	2240
Office maintenance	670	-	670	565
Cleaning & sundries	320	-	320	229
Depreciation	517	-	517	139
Professional fees	3642	-	3642	5520
Meetings	-	-	-	310
Loss on Sale of Fixed Asset	-	-	-	-
Sundry Exps	364	-	364	398
Finance Charges	251	-	251	-
	<u>56652</u>	<u>6358</u>	<u>63010</u>	<u>61719</u>
<b>4 Governance costs</b>			<u>580</u>	<u>580</u>
Independent Examiners fees				
<b>Staff Costs and numbers</b>				
Salaries and wages			25198	24243
Social security costs			<u>756</u>	<u>654</u>
			25954	24897

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Notes to the Financial Statements – Independently Examined For the year ended 31 March 2021

---

No employee received emoluments of more than £60,000

The average number of employees during the period, calculated on the basis of full time equivalents was 5

### **5. Trustee remuneration & Related Party transactions**

No trustee received any remuneration during the period

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period.

### **6 Taxation**

The whole of the charity company's income is exempt from taxation and is used solely for charitable purposes, therefore no tax charge has been provided for in the accounts,

# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Notes to the Financial Statements – Unaudited For the year ended 31 March 2021

7 Tangible Fixed Assets	Motor Vehicles £	Wheelchairs & Scooters £	Plant & Equipment £	Office Equipment £	Total £
<b>Cost/Valuation</b>					
At 1 April 2020	355	1217	425	595	2592
Additions	-	1310	525	-	1835
Disposals	-	-	(80)	-	(80)
	<u>355</u>	<u>2527</u>	<u>870</u>	<u>595</u>	<u>4347</u>
As at 31 March 2021	<u>355</u>	<u>2527</u>	<u>870</u>	<u>595</u>	<u>4347</u>
<b>Depreciation</b>					
At 1 April 2020	355	-	425	59	839
Charge for the year	-	327	131	59	517
Disposals	-	-	-	-	-
	<u>355</u>	<u>327</u>	<u>556</u>	<u>118</u>	<u>1356</u>
At 31 March 2021	<u>355</u>	<u>327</u>	<u>556</u>	<u>118</u>	<u>1356</u>
Net book value 31 March 2021	<u>-</u>	<u>2200</u>	<u>314</u>	<u>477</u>	<u>2991</u>
At 31 March 2020	1125	1392	425	662	3604
8 Debtors				<b>2021</b> £	<b>2020</b> £
Trade Debtors					
Other debtors & prepayments				-	-
				<u>-</u>	<u>-</u>
				<u>-</u>	<u>-</u>
9 Creditors					
Amounts falling due within one year				7229	3868
Deferred Income					
Other Creditors & accruals				-	-
				<u>-</u>	<u>-</u>
Total				<u>7229</u>	<u>3868</u>



# CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

## Notes to the Financial Statements – Independently Examined For the year ended 31 March 2021

10	Movements in Funds	At 31 March 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2021 £
	<b>Unrestricted Funds</b>					
	General Funds	15422	62104	56652	20	20894
	Designated – contingencies	-	-	-	-	-
	<b>Restricted Funds</b>	20	6358	6358	(20)	-
		<u>15442</u>	<u>68462</u>	<u>63010</u>	<u>-</u>	<u>20894</u>

The purpose of each fund is as follows:-

### Designated – Contingencies

To try to provide a reserve fund against redundancy or other unforeseen circumstances

### Restricted Funds -

Balance of funds received but not fully expended during the period