

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

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

FOR THE YEAR ENDED 31 MARCH 2022

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

For the year ended 31 March 2022

CONTENTS

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

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

For the year ended 31 March 2022

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

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 2022

The Board present their ninth annual report and financial statements for the year ended 31 March 2022. 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 its 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: -

Christine Mitchell

Colin Mitchell

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 within 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 2022

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 looking a little more positive with the possible lifting of Covid 19 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 9th 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 which were eased towards the end of the financial year. 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 2022

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.

Free Reserves

Free reserves 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

This year has been another busy and challenging time for the charity.

To begin, I would like to thank all those volunteers, trustees, staff and members that have given time, resources, funding or donations to Chesterfield and District Shopmobility and of course our main funders Chesterfield Borough Council who due to their funding cuts are unable to fund us for the future, I would like to thank all the many council staff who have worked with us over the last 30 yrs. plus.

The demand for the daily service fluctuates with members using the scheme on a regular basis over a monthly period and we continue to attract new membership and visitors to the town this has been achieved by word of mouth and a vigorous publicity campaign spearheaded by Christine Mitchell.

Our reputation for being a first-class service continues, meeting the needs of our members is our priority.

Due to Covid there had been an increase in our long term, short term hire, through our advertising we have seen an increase in the boot scooter hire and I believe this is due to the changing habits of those at risk and using local facilities more.

Our servicing repair and breakdown facilities continue to increase due to new members who require the flexibility and continued independence we provide our free equipment loan facility that gives peace of mind and continued mobility to our members.

Shopmobility also signed up **280** new users, approximately one each day we were open, highlighting the need for this service in Chesterfield

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

Report of the Management Committee (continued)

For the year ended 31 March 2022

It is important that the board has a good blend of experience and skills to lead the charity and we are always looking for trustees from our membership to bring new skills to the board and welcome applications.

Please contact us for an informal chat if you are interested.

On behalf of the Board of Trustees of Chesterfield and District Shopmobility, I am pleased to present our report together with the financial statements for the Charity for the year ending 31st March 2022

Colin Mitchell

Chairperson.

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

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

I report to the trustees on my examination of the accounts for Chesterfield & District Shopmobility Ltd for the year ended 31 March 2022

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES

As the charity's trustees (you are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (The 2011 Act)

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act; and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act;

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:-

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

Statement of Financial Activities (Incorporating the Income & Expenditure) – Independently Examined For the year ended 31 March 2022

		Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Incoming Resources:					
From generated funds					
Voluntary Income:					
Donations		628	-	628	465
Grants	2	30980	-	30980	38147
J R S (Furlough)		-	2267	2267	-
Investment Income		-	-	-	-
From Charitable Activities:					
Hire Charges and Other Income		43132		43132	29850
Total Incoming Resources		74740	2267	77007	68462
Resources Expended					
	3				
Charitable Activities		54277		46846	46846
Workshop Activities		11722	2267	15584	15584
Governance Costs		630	-	630	580
Total Resources Expended		66629	2267	68896	63010
Net incoming(outgoing) Resources before transfers		-	-	-	5452
Transfer between Funds		-	-		
Net incoming (outgoing) funds for the year		8111	-	8111	5452
Funds balances b/fwd. at 1 April 2021		20894	-	20894	15442
Fund Balances C/fwd. at 31 March 2022		29005	-	29005	20894

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

Balance Sheet – Independently Examined As at 31 March 2022

	Notes	2022 £	2022 £	Total Funds 2022 £	Total Funds 2021 £
Fixed Assets					
Tangible Assets				2991	2991
Current Assets			-		-
Debtors	2		22449		7282
Cash at bank and in hand			22449		10273
Creditors: amounts falling Due within one year			3565	26014	10621
Net Current Assets				29005	20894
Net Assets					
Represented by: -					
Unrestricted Funds				29005	20894
General funds				-	-
Designated funds				-	-
Restricted funds					
Total Funds				29005	20894

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 8th December 2022 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 2022

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 2022

- 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 2022

INCOMING RESOURCES		Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
2	Grants				
	Chesterfield Borough Council	21789		21789	21789
	Voluntary Action	-	-	-	614
	Lottery Grant	9191		9191	-
	HMRC JRS	-	2267	2267	-
			-	-	-
		<u>30980</u>	<u>2267</u>	<u>33247</u>	<u>22403</u>
Resources Expended					
		Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
3	Charitable Activities				
	Wages	26757	2267	29024	24897
	Rent, rates & insurances	5672	-	5672	4393
	Vehicle expenses	2618	-	2618	2848
	Workshop Customer Repairs	9812	-	9812	9022
	Training	-	-	-	44
	Workshop Fleet	2409	-	2409	
	Staff & volunteers expenses	288	-	288	2867
	Telephone & Broadband	2895	-	2895	2705
	Advertising/publicity	7562	-	7562	5541
	Print, postage & stationery	2785	-	2785	2240
	Office maintenance	570	-	570	565
	Cleaning & sundries	320	-	320	229
	Depreciation	517	-	517	139
	Professional Fees	3204	-	3204	5520
	Meetings	-	-	-	310
	Loss on Sale of Fixed Asset	-	-	-	-
	Sundry Exps	309	-	309	398
	Finance Charges	281	-	281	-
		<u>65999</u>	<u>2267</u>	<u>68266</u>	<u>61719</u>
4	Governance costs				
	Independent Examiners fees			<u>630</u>	<u>580</u>
	Staff Costs and numbers				
	Salaries and wages			28187	24243
	Social security costs			<u>837</u>	<u>654</u>
				<u>29024</u>	<u>24897</u>

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

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 6

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

7 Tangible Fixed Assets	Motor Vehicles £	Wheelchairs & Scooters £	Plant & Equipment £	Office Equipment £	Total £
Cost/Valuation					
At 1 April 2021	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 2022					
Depreciation					
At 1 April 2021	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 2022					
Net book value 31 March 2022	<u>-</u>	<u>2200</u>	<u>314</u>	<u>477</u>	<u>2991</u>
At 31 March 2021	1125	1392	425	662	3604
Debtors					
Trade Debtors				2022	2021
Other debtors & prepayments				£	£
				-	-
				<u>-</u>	<u>-</u>
				-	-
Creditors				<u>-</u>	<u>-</u>
Amounts falling due within one year				3565	7229
Deferred Income					
Other Creditors & accruals				-	-
				<u>-</u>	<u>-</u>
Total				<u>3565</u>	<u>7229</u>

CHESTERFIELD & DISTRICT SHOPMOBILITY LTD

10 Movements in Funds	At 31 March 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2022 £
Unrestricted Funds					
General Funds	20894	77007	68896	-	29005
Designated – contingencies	-	-	-	-	-
Restricted Funds	-	2267	2267	-	-
	<u>20894</u>	<u>79274</u>	<u>71163</u>	<u>-</u>	<u>29005</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