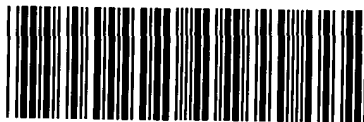


## **Stockton Shopmobility Limited**

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 March 2015

"Registrar of Companies Copy"  
Registered Number: 03061335

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COMPANIES HOUSE

**ANDERSON BARROWCLIFF LLP**  
Chartered Accountants

**Stockton Shopmobility Limited**

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**for the Year Ended 31 March 2015**

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**Stockton Shopmobility Limited**

**Report of the Trustees**  
**for the Year Ended 31 March 2015**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

03061335 (England and Wales)

**Registered Charity number**

1048199

**Registered office**

3-5 Bridge Road  
Stockton on Tees  
TS18 1BH

**Trustees**

S Wells (Chair)  
L Osborne (Vice Chair)  
M Womphrey  
S Ewing  
Councillor A McCoy  
A Osborne

**Board Members**

Councillor M Javed (Stockton Borough Council)

**Company Secretary**

D P Barwick

**Independent examiner**

Anderson Barrowcliff LLP  
Chartered Accountants  
Waterloo House  
Teesdale South  
Thornaby Place  
Thornaby on Tees  
TS17 6SA

**Bankers**

HSBC Bank plc  
136 High Street  
Stockton on Tees  
TS18 1LR

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity

A board of six trustee directors governs the charity, and the Manager carries out the day to day running of the service and manages the strategic development of the organisation. In addition, there are co-opted, non-voting members, who attend board meetings in an advisory capacity, who represent some of our partners such as Stockton Borough Council.

## **Stockton Shopmobility Limited**

### **Report of the Trustees** **for the Year Ended 31 March 2015**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Induction and training of new trustees**

All trustees receive a full induction pack, which outlines their duties and responsibilities. This includes information about the Charity Commission rules and regulations, company policies and procedures, and good practice in governance. Mr Michael Womphrey has a professional background in law and human resource management and provides training for all trustees of the company and employment law and good governance.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

In deciding what constitutes a risk, the trustees considered the following headings:-

- Governance and Management
- Operational risk
- Financial risk
- Environmental/External Factors
- Compliance Risk (Law and regulation)

Within each heading the trustees identified the potential risk to the charity, the appropriate control measures needed to manage the identified risk and an assessment of the risk level when those control measures have been applied.

The trustees have given particular consideration to the financial risks to the charity and have prepared a Reserves policy to ensure that its contractual obligations can always be met.

The trustees will review the Risk Management Strategy annually.

#### **OBJECTIVES AND ACTIVITIES**

##### **Principle objectives, activities and achievements for the public benefit**

The principal activity of the business continues to remain the hiring of disability equipment and the selling of disability aids and equipment. We strive to supply an extensive range of items, from small items like walking sticks and shower stools to larger items, such as scooters, riser recliner chairs and profiling beds. Profits from Shopmobility retail are, as always, ploughed back into improving our services and updating our fleet of hire equipment. Shopmobility also offers driver training through our Scoot Safe Campaign, as well as servicing and repair of vehicles. Looking after customers is very important to Stockton Shopmobility Ltd and we aim to find the right product to meet the individual needs of the customer. Our aim is to provide quality services at reasonable prices. Stockton Borough Council hosts several major events in and around the High Street throughout the year and mobility hire equipment is available for these events wherever possible.

The Trustees have had due regard to guidance published by the Charity Commission on public benefit.

#### **FINANCIAL REVIEW**

##### **Reserves policy**

The trustees believe that the charity should hold financial reserves because it has no endowment funding and is entirely dependent upon donor funding from year to year which is inevitably subject to fluctuation and it needs to ensure that it can meet its contractual liabilities as they fall due.

In light of the above, the Trustees have established a policy whereby the unrestricted reserves should be no less than three months of unrestricted expenditure. This would equate to unrestricted reserves of approximately £30,000, currently unrestricted reserves stand at £128,460. Included within unrestricted reserves is a Designated Fund of £7,000, set aside towards future capital expenditure.

Reserve income will be held in a bank account considered to pay the most favourable interest rates and will be reviewed annually.

**Stockton Shopmobility Limited**

**Report of the Trustees**  
**for the Year Ended 31 March 2015**

**FUTURE PLANS**

Stockton Shopmobility Limited remains, as always, committed to its core purpose of providing, for hire, our disability equipment to people of all ages that have mobility problems, helping them achieve a better level of independence.,

The re-branding of our business under the name of Stockton Mobility Centre continues is having a positive effect on retail sales. Profits from these sales continue to be ploughed back into the charity, enabling us to review our entire hire fleet.

Our long-term aim remains the same, to be self-sustaining and provide a quality service in both our Retail Outlet and the Shopmobility Scheme.

Safety of both our clients and the general public remains a priority with us and to this end we hope to be able to take our Scoot Safe Campaign back out into our newly refurbished High Street and continue to educate both Mobility Scooter users and the general public. We have secured insurance to allow members of the able-bodied public to try out a mobility scooter, to better understand the freedom it gives as well as understand the need to be more aware of them when out and about. Also, with the anticipated increase in visitors to Stockton High Street following the multi-million pound refurbishment, we are going to endeavour to liaise with police and local councillors to make our town a safer place for disabled and able-bodied alike.

Stockton Shopmobility now works in partnership with Stockton Borough Council's STEPS Programme, helping people in regaining self confidence and lost skills, with a view to getting back into a work environment after a long period of unemployment or sickness. One of these placements has resulted in part-time paid employment with us.

Stockton Shopmobility occasionally also takes apprentices from Agility People Services. These apprentices are trained by Shopmobility staff, but paid by Agility. These are generally young people who have been out of work for some time, or have not been able to secure employment through lack of experience.

We aim to be continuing these partnerships into the future.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 21/9/2015 and signed on its behalf by:

S. Wells  
S Wells - Trustee

**Independent Examiner's Report to the Trustees of**  
**Stockton Shopmobility Limited**

I report on the accounts for the year ended 31 March 2015 set out on pages five to twelve.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the 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 particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statements 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 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 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 accounts to be reached.



Pauline Robinson  
FCCA, ACA  
Anderson Barrowcliff LLP  
Chartered Accountants  
Waterloo House  
Teesdale South  
Thornaby Place  
Thornaby on Tees  
TS17 6SA

Date: 12<sup>th</sup> October 2015

**Stockton Shopmobility Limited**

**Statement of Financial Activities**  
**for the Year Ended 31 March 2015**

		<b>Unrestricted funds</b>	<b>Restricted fund</b>	<b>2015 Total funds</b>	<b>2014 Total funds</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	809	-	809	1,115
Investment income	3	72	-	72	44
<b>Incoming resources from charitable activities</b>					
Grants - Stockton Borough Council		51,250	-	51,250	51,250
Retail Income		89,201	-	89,201	85,242
Hire Income		5,327	-	5,327	5,996
<b>Total incoming resources</b>		<b>146,659</b>	<b>-</b>	<b>146,659</b>	<b>143,647</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Retail and hire	4	113,690	-	113,690	95,523
Governance costs	5	13,225	-	13,225	13,334
<b>Total resources expended</b>		<b>126,915</b>	<b>-</b>	<b>126,915</b>	<b>108,857</b>
<b>NET INCOMING RESOURCES</b>		<b>19,744</b>	<b>-</b>	<b>19,744</b>	<b>34,790</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>108,716</b>	<b>-</b>	<b>108,716</b>	<b>73,926</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>128,460</b>	<b>-</b>	<b>128,460</b>	<b>108,716</b>

The notes form part of these financial statements

**Stockton Shopmobility Limited****Balance Sheet**  
**At 31 March 2015**

	Notes	Unrestricted funds £	Restricted fund £	2015 Total funds £	2014 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	7,284	-	7,284	4,255
<b>CURRENT ASSETS</b>					
Stocks		6,622	-	6,622	2,066
Debtors	10	10,677	-	10,677	5,372
Cash at bank and in hand		122,556	-	122,556	113,095
		<u>139,855</u>	<u>-</u>	<u>139,855</u>	<u>120,533</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(18,679)	-	(18,679)	(16,072)
<b>NET CURRENT ASSETS</b>		<u>121,176</u>	<u>-</u>	<u>121,176</u>	<u>104,461</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>128,460</u>	<u>-</u>	<u>128,460</u>	<u>108,716</u>
<b>NET ASSETS</b>		<u><u>128,460</u></u>	<u><u>-</u></u>	<u><u>128,460</u></u>	<u><u>108,716</u></u>
<b>FUNDS</b>	13				
Unrestricted funds				128,460	108,716
<b>TOTAL FUNDS</b>				<u><u>128,460</u></u>	<u><u>108,716</u></u>

The notes form part of these financial statements



**Stockton Shopmobility Limited**

**Balance Sheet - continued**

**At 31 March 2015**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on 21/9/2015 and were signed on its behalf by:

S Wells  
S Wells -Trustee

**Stockton Shopmobility Limited**

**Notes to the Financial Statements**  
**for the Year Ended 31 March 2015**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donations are credited to income as they are received. Grants received are recognised as income for the period which they relate to. There is no netting off of expenditure in the accounts.

Donated facilities are included at the value to the company.

**Resources expended**

Resources expended are recognised in the period in which they are incurred and are allocated to the particular activity where the cost relates to that activity. This applies to all resources expended with the exception of the following:

When an Executive Manager is employed, that person's salary is allocated 50% to Governance duties and the balance to charitable activities.

**Tangible fixed assets**

Fixed assets are stated at cost less accumulated depreciation.

Assets purchased from restricted funds are capitalised in the Balance Sheet and the funds then transferred to unrestricted funds as they have been expended in the year.

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

Scooters, Chairs etc - 20% straight line

Computer equipment - 25% straight line

Furniture and equipment - 15% reducing balance

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

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

**Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering the funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**Leasing commitments**

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

**Stockton Shopmobility Limited**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2015**

**2. VOLUNTARY INCOME**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Sundry donations	809	1,115
	<u>          </u>	<u>          </u>

**3. INVESTMENT INCOME**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Deposit account interest	72	44
	<u>          </u>	<u>          </u>

**4. CHARITABLE ACTIVITIES COSTS**

	<b>Support costs (See note )</b>	<b>Totals</b>
	<b>£</b>	<b>£</b>
Retail and hire	113,690	113,690
	<u>          </u>	<u>          </u>
	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
<b>Direct Costs</b>		
Costs of goods sold	48,865	40,754
<b>Support Costs</b>		
Insurance	1,414	1,417
Premises costs	17,154	15,547
Bank charges	1,622	1,438
Wages & salaries	31,428	25,102
Depreciation	1,369	1,436
Loss on sale of assets	266	356
Repairs & renewals	1,681	410
Telephone	2,879	2,789
Printing, postage and stationery	1,652	1,805
Advertising	2,328	2,289
Sundry expenses	3,032	2,180
	<u>          </u>	<u>          </u>
	<b>113,690</b>	<b>95,523</b>
	<u>          </u>	<u>          </u>

**5. GOVERNANCE COSTS**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Staff costs	9,379	9,278
Accountancy	3,746	4,056
Legal fees	100	-
	<u>          </u>	<u>          </u>
	<b>13,225</b>	<b>13,334</b>
	<u>          </u>	<u>          </u>

**Stockton Shopmobility Limited**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2015**

**6. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Depreciation - owned assets	1,368	1,436
Deficit on disposal of fixed asset	266	356
	<u>          </u>	<u>          </u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2015 nor for the year ended 31 March 2014.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2015 nor for the year ended 31 March 2014.

**8. STAFF COSTS**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Wages and salaries	40,807	32,915
Social security costs	-	1,465
	<u>          </u>	<u>          </u>
	<u>40,807</u>	<u>34,380</u>

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

<b>2015</b>	<b>2014</b>
<u>4</u>	<u>3</u>

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

**Stockton Shopmobility Limited**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2015**

**9. TANGIBLE FIXED ASSETS**

	<b>Improvements to property £</b>	<b>Plant and machinery £</b>	<b>Fixtures and fittings £</b>	<b>Totals £</b>
<b>COST</b>				
At 1 April 2014	18,787	20,888	6,161	45,836
Additions	-	4,226	638	4,864
Disposals	-	(13,806)	(524)	(14,330)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2015	18,787	11,308	6,275	36,370
	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>				
At 1 April 2014	18,787	17,616	5,178	41,581
Charge for year	-	1,213	155	1,368
Eliminated on disposal	-	(13,363)	(500)	(13,863)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2015	18,787	5,466	4,833	29,086
	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>				
At 31 March 2015	-	5,842	1,442	7,284
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2014	-	3,272	983	4,255
	<hr/>	<hr/>	<hr/>	<hr/>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2015 £</b>	<b>2014 £</b>
VAT	5,901	2,861
Prepayments and accrued income	4,776	2,511
	<hr/>	<hr/>
	10,677	5,372
	<hr/>	<hr/>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2015 £</b>	<b>2014 £</b>
Trade creditors	16	284
Accruals	3,288	2,975
Deferred SBC grant	15,375	12,813
	<hr/>	<hr/>
	18,679	16,072
	<hr/>	<hr/>

**12. OPERATING LEASE COMMITMENTS**

The following operating lease payments are committed to be paid within one year:

	<b>2015 £</b>	<b>2014 £</b>
Expiring:		
Within one year	155	3,000
Between one and five years	15,260	621
	<hr/>	<hr/>
	15,415	3,621
	<hr/>	<hr/>

**Stockton Shopmobility Limited**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2015**

**13. MOVEMENT IN FUNDS**

	<b>At 1.4.14</b>	<b>Net movement in funds</b>	<b>At 31.3.15</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	108,716	12,744	121,460
Designated fund	-	7,000	7,000
	<hr/>	<hr/>	<hr/>
	108,716	19,744	128,460
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b>108,716</b>	<b>19,744</b>	<b>128,460</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Movement in funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	146,659	(126,915)	12,744
Designated fund	-	-	7,000
	<hr/>	<hr/>	<hr/>
	146,659	(126,915)	19,744
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b>146,659</b>	<b>(126,915)</b>	<b>19,744</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**14. CONTROL RELATIONSHIPS**

The Charity is under the control of the Board of Trustees as noted on page 1.