

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

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EAST ANGLIAN DRIVEABILITY LIMITED
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

Trustees Mrs H Dolphin, MBE (resigned 18 August 2022)
Mr C D Wright
Mr J Rawlings
Mrs L Bilyard (resigned 8 April 2021)
Mr J Griffith
Mr P Short
Ms V Hull (appointed 18 August 2022)

Company registered number 02663550

Charity registered number 1008897

Registered office 2 Napier Place
Thetford
Norfolk
IP24 3RL

Company secretary Mr C D Wright

Accountants Larking Gowen LLP
Chartered Accountants
King Street House
15 Upper King Street
Norwich
NR3 1RB

Bankers Barclays Bank Plc
Bank Plain
Norwich
Norfolk
NR2 4SF

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the financial statements of the Company for the year 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Key Performance Indicators

Targets 2021/22 were to conduct 1662 assessments. This was set by the DfT rather than EAD this year as there was little to base predictions on due to the Covid 19 pandemic. The actual number of assessments conducted was 1508. This is just above 9% below target and DfT have a tolerance of 5% but are considering raising this to 10% for this year. More will be known in quarters 2 and 3 of the next financial year. Clawback from DfT from 2020/2021 is complete and resulted in reduced funding in Q3 and no funding in Q4.

All outreach services are now open and waiting times for assessments are currently averaging 7 weeks. As it has been possible to reduce the waiting time, the driving tuition service is gradually being introduced again at both Thetford and Colchester.

Referral numbers have dipped slightly, and this is partly attributed to the reduction of referrals from DVLA who have had operational difficulties throughout the pandemic and beyond. DVLA assure us that referrals will increase in August/September 2022.

Service promotion remains a focus of EAD with presentations delivered both virtually and in person.

The Regional Transport Hub was continued past the end of the pilot scheme with the promise of funding from DfT. This was eventually paid in April 2022 for services conducted July 2021 - March 2022. Full funding has been allocated for the next year already.

b. Policies and Objectives

The Trustees confirm that, in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

The principal object of the Charity is to act as a facilitating agent for the provision of a wide range of health and social services.

The Charity's objectives are to provide professional assessment, advice and recommendations to disabled people regarding independent outdoor mobility, irrespective of whether they are children, in mid-life or elderly people. Whilst there is particular emphasis on driving, advice is also available on all other forms of outdoor mobility including electric mobility vehicles. The Charity also aims to promote the preservation and protection of good health among persons in the United Kingdom. Through the achievement of these objectives the charity provides a public benefit.

EAST ANGLIAN DRIVEABILITY LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

a. Review of activities

EAD has striven this year to offer all of its pre Covid 19 services. All outreaches are now open and the tuition service is beginning to be delivered at Colchester and Thetford.

Covid, however, has not disappeared and EAD continues to receive late notice cancellations from clients and has had several members of the team off with Covid too. All PPE for assessments and enhanced cleaning remains in place and will continue to in the coming year.

EAD has engaged with Lincolnshire Police in order to start the alternative to prosecution assessments that Essex Police offer. EAD are currently waiting for Lincolnshire Police to sign the agreement.

The assessments comprised this year of 91% driving assessments, 5% review assessments, 3% passenger assessments and 1% scooter and wheelchair assessments. Proportionally there are more driving assessments attributed to the Covid backlog and less reviews as there were fewer driving assessments in the previous year.

b. Investment policy and performance

The Trustees again obtained financial advice regarding the reinvestment of surplus funds and decided to reinvest in similar FTSE 100 Kick-out plans: a separate plan (each originally £55,000) matures each year.

Financial review

a. Going concern

It is recognised that although the Covid 19 pandemic has not had such drastic changes to the way of life in the last year, it is still impacting on people's lives. Driving remains an important part of social structure and therefore referrals continue to be made to the service. The clawback from DfT did impact on the finances but EAD is now building on increasing the assessment numbers and is not expecting to experience any clawback in the next financial year. None of the reserves have been spent and continue to grow.

EAD recognises the need for some diversification in its services and following on from the Regional Transport Hub pilot scheme, the Hub is now a recognised service within EAD. The tuition service is also now beginning again. DfT have provided a fleet of powered wheelchairs and mobility scooters and following training this year there will be a promotional drive to increase the number of these assessments conducted.

The trustees have considered the financial position of the charity and the continued support from DfT and conclude that it is expected to meet this year's targets and therefore have a reasonable expectation that the charity will have the resources to continue in operational existence for the foreseeable future, and at least twelve months from the date of signing these financial statements. They therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

EAST ANGLIAN DRIVEABILITY LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

b. Reserves policy

General funds of the Charity at 31 March 2022 amounted to £351,369 (2021: £356,982) which includes free funds (which excludes tangible fixed assets) of £269,332 (2021: £256,899). This sum has arisen from prudent investment of surpluses when these occurred. The reserves are held to smooth the flow of monies from one year to another, to provide resources for training needs, and as a means of financing the cost of administration of the Charity. The Trustees feel that it is prudent for them to retain reserves sufficient to cover six months of running costs and possible redundancy costs were the Charity ever to have to cease. The Trustees consider the Charity has adequate reserves.

As at 31 March 2022 restricted funds amounted to £23,317 (2021: £31,932). Further details on the nature of the restrictions are explained within note 14 of these financial statements.

East Anglian Driveability are grateful for the continued support from the Department for Transport (DfT). General unrestricted funding of £616,125 was received during the year from DfT. The pilot Regional Transport Hub scheme came to a close in the year and reached over 400 individuals, over 100 organisations and 108 members of the public completed initial questionnaires providing information on the benefits of the scheme for DfT. Since the year end, the DfT have agreed to continue to fund the Hub.

The Trustees are prepared to expend from the General reserve if they feel that a good case has been made for doing so. The Trustees will review the policy annually.

Structure, governance and management

a. Constitution

The Company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 18th November 1991 and registered as a charity on 27th February 1992.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

EAST ANGLIAN DRIVEABILITY LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

The Charity is controlled by its Trustees. Under the company's Article of Association, the Trustees are admitted in accordance with the rules made under Article 38, and must be approved by the Trustees.

The Trustees are appointed by election on a predefined rotational basis. The Trustees who served during the year and up to the date of this report are set out on page 1. Additional and replacement Trustees are sort through advertisement and invitation by staff and existing Trustees to apply for the position. All new Trustees are voted on during the AGM.

Trustees are given an induction manual and overview of the organisation. Induction includes background to mobility centres and the work of our umbrella organisation Driving Mobility, liabilities of Trustees, guidance on the role of Trustees (taken from advice issued by Bates Wells and Braithwaite 2004), model job descriptions for Chair, Company Secretary and Treasurer, model job description for a Trustee of the Charity, model code of conduct for Trustees, Memorandum and Articles of Association for EAD and Policy on Declaration of Interests.

Trustees are invited to visit the assessment centre and either experience an assessment or sit in on an assessment with permission of the client.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2022 was 7.

d. Risk Management

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Plans for future periods

To increase the scope of our children's services on offer by extending our marketing in this area.

To reduce waiting times by ensuring cancellations are filled in a timely manner.

Explore opening an outreach centre in the Cambridge area to reduce travel time for clients, reduce waiting list and comply with DfT aims.

To secure permanent funding for the Regional Transport Hub.

To reinstate the driving tuition service once the waiting list for assessments has been addressed.

To successfully make the change to the new business system which is being introduced by Driving Mobility and funded by DfT.

EAST ANGLIAN DRIVEABILITY LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



.....
Mr J Rawlings

Chair

Date: 16/09/2022

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2022

Independent examiner's report to the Trustees of East Anglian Driveability Limited ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

EAST ANGLIAN DRIVEABILITY LIMITED
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INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might 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 purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed: *Larking Gowen LLP*

Christopher Yeates FCA DChA

Larking Gowen LLP
Chartered Accountants
Norwich

28 October 2022

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	620,644	15,000	635,644	687,343
Charitable activities	4	128,338	-	128,338	61,537
Investments	5	526	-	526	626
Other income		2,500	-	2,500	250
Total income		752,008	15,000	767,008	749,756
Expenditure on:					
Charitable activities		771,386	23,615	795,001	739,869
Total expenditure		771,386	23,615	795,001	739,869
Net (expenditure)/income before net gains on investments		(19,378)	(8,615)	(27,993)	9,887
Net gains on investments		13,765	-	13,765	10,288
Net movement in funds		(5,613)	(8,615)	(14,228)	20,175
Reconciliation of funds:					
Total funds brought forward		356,982	31,932	388,914	368,739
Net movement in funds		(5,613)	(8,615)	(14,228)	20,175
Total funds carried forward		351,369	23,317	374,686	388,914

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 13 to 26 form part of these financial statements.

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 02663550

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	10	83,570	100,083
Investments	11	173,452	159,686
		<u>257,022</u>	<u>259,769</u>
Current assets			
Debtors	12	61,826	35,824
Cash at bank and in hand		105,580	274,093
		<u>167,406</u>	<u>309,917</u>
Creditors: amounts falling due within one year	13	(49,742)	(180,772)
Net current assets		<u>117,664</u>	<u>129,145</u>
Total net assets		<u><u>374,686</u></u>	<u><u>388,914</u></u>
Charity funds			
Restricted funds	14	23,317	31,932
Unrestricted funds	14	351,369	356,982
Total funds		<u><u>374,686</u></u>	<u><u>388,914</u></u>

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 02663550

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2022


The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr J Rawlings

Chair

Date: 16/09/2022

The notes on pages 13 to 26 form part of these financial statements.

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
Cash flows from operating activities		
Net cash used in operating activities	(165,738)	176,586
	<hr/>	<hr/>
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	2,500	-
Purchase of tangible fixed assets	(5,275)	(1,725)
	<hr/>	<hr/>
Net cash used in investing activities	(2,775)	(1,725)
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	(168,513)	174,861
Cash and cash equivalents at the beginning of the year	274,093	99,232
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	105,580	274,093
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 13 to 26 form part of these financial statements

EAST ANGLIAN DRIVEABILITY LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. General information

East Anglian Driveability is a charitable company limited by guarantee, charity number 1008897 and company number 02663550. The registered office is 2 Napier Place, Thetford, Norfolk, IP24 3RL.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

East Anglian Driveability Limited meets the definition of a public benefit entity under FRS 102.

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies. The financial statements are prepared in sterling which is the functional currency of the Company rounded to the nearest £.

The Company is a company limited by guarantee. The members of the Company are the Trustees named on page 1. In the event of the Company being wound up, the liability in respect of the guarantee is limited to £1 per member of the Company.

2.2 Going concern

It is recognised that although the Covid 19 pandemic has not had such drastic changes to the way of life in the last year, it is still impacting on people's lives. Driving remains an important part of social structure and therefore referrals continue to be made to the service. The clawback from DfT did impact on the finances but EAD is now building on increasing the assessment numbers and is not expecting to experience any clawback in the next financial year. None of the reserves have been spent and continue to grow.

EAD recognises the need for some diversification in its services and following on from the Regional Transport Hub pilot scheme, the Hub is now a recognised service within EAD. The tuition service is also now beginning again. DfT have provided a fleet of powered wheelchairs and mobility scooters and following training this year there will be a promotional drive to increase the number of these assessments conducted.

The trustees have considered the financial position of the charity and the continued support from DfT and conclude that it is expected to meet this year's targets and therefore have a reasonable expectation that the charity will have the resources to continue in operational existence for the foreseeable future, and at least twelve months from the date of signing these financial statements. They therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

EAST ANGLIAN DRIVEABILITY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.3 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Charitable activities and Governance costs are costs incurred on the Company's operations including support costs and costs relating to the governance of the Company apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants in respect of the Coronavirus Job Retention Scheme are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost or valuation, net of depreciation and any provision for impairment. Depreciation is not charged on freehold land.

EAST ANGLIAN DRIVEABILITY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Freehold property	- no depreciation charged
Motor vehicles	- 10% or 25% SL
Fixtures and fittings	- 25% SL
Computer equipment	- 25% SL
Improvements to property	- 10% or 25% SL

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

EAST ANGLIAN DRIVEABILITY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.12 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.13 Pensions

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

2.14 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 Company 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 Company for particular purposes. The costs of raising and administering such 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.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and grants

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Donations and legacies	116	-	116
Grants	616,125	15,000	631,125
Coronavirus Job Retention Scheme grant	4,403	-	4,403
	<u>620,644</u>	<u>15,000</u>	<u>635,644</u>

EAST ANGLIAN DRIVEABILITY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

3. Income from donations and grants (continued)

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Donations and legacies	50	-	50
Grants	442,256	50,000	492,256
Coronavirus Job Retention Scheme grant	195,037	-	195,037
	<u>637,343</u>	<u>50,000</u>	<u>687,343</u>

During the year the Charity received exceptional government funding as part of the Coronavirus Job Retention Scheme. Funding represents some of the costs of employing certain staff unable to carry out their duties as a result of the Coronavirus crisis.

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £
Assessment fees	126,388	126,388
Other income	1,950	1,950
	<u>128,338</u>	<u>128,338</u>

	<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Assessment Fees	61,537	61,537
	<u>61,537</u>	<u>61,537</u>

EAST ANGLIAN DRIVEABILITY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £
Interest received	526	526
	<u> </u>	<u> </u>
	<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Interest received	626	626
	<u> </u>	<u> </u>

6. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £
Assisting those with impaired mobility and training	709,606	85,395	795,001
	<u> </u>	<u> </u>	<u> </u>
	<i>Activities undertaken directly 2021 £</i>	<i>Support costs 2021 £</i>	<i>Total funds 2021 £</i>
Assisting those with impaired mobility and training	654,237	85,632	739,869
	<u> </u>	<u> </u>	<u> </u>

EAST ANGLIAN DRIVEABILITY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Staff costs	582,761	567,285
Rent & premises	46,826	37,192
Postage, stationery & advertising	13,453	5,829
Motor & travelling	42,822	28,525
Computer Expenses	17,258	12,699
Staff welfare & training	6,486	2,707
	709,606	654,237

Analysis of support costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Light & heat	10,406	6,352
Water rates	3,922	4,090
Insurance	10,380	9,972
Telephone	3,474	3,143
Cleaning & housekeeping	134	479
Irrecoverable VAT	7,060	5,940
Bank charges	953	757
Depreciation	21,788	30,254
Sundry	12,071	6,295
Accountancy	4,463	8,427
Legal & professional fees	10,744	9,923
	85,395	85,632

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £2,155 (2021 - £2,000).

8. Staff costs

	2022	2021
	£	£
Wages and salaries	544,340	513,266
Social security costs	31,714	35,134
Contribution to defined contribution pension schemes	6,707	18,885
	<u>582,761</u>	<u>567,285</u>

During the year the Charity made redundancy payments of £nil (2021: £2,386), at the year end £nil (2021: £nil) remained outstanding in creditors.

The average number of persons employed by the Company during the year was as follows:

	2022	2021
	No.	No.
Management	2	2
Assessors	19	21
Administration	7	8
	<u>28</u>	<u>31</u>

No employee received remuneration amounting to more than £60,000 in either year.

The total employee benefits of the key management personnel of the Charity were £59,244 (2021: £56,810).

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

10. Tangible fixed assets

	Freehold property £	Motor vehicles £	Fixtures and fittings £	Computer equipment £	Other fixed assets £	Total £
Cost or valuation						
At 1 April 2021	83,302	98,382	84,495	44,829	106,414	417,422
Additions	-	5,275	-	-	-	5,275
Disposals	-	(4,100)	-	-	-	(4,100)
At 31 March 2022	<u>83,302</u>	<u>99,557</u>	<u>84,495</u>	<u>44,829</u>	<u>106,414</u>	<u>418,597</u>
Depreciation						
At 1 April 2021	20,008	89,680	82,801	40,723	84,127	317,339
Charge for the year	-	5,672	1,027	2,893	12,196	21,788
On disposals	-	(4,100)	-	-	-	(4,100)
At 31 March 2022	<u>20,008</u>	<u>91,252</u>	<u>83,828</u>	<u>43,616</u>	<u>96,323</u>	<u>335,027</u>
Net book value						
At 31 March 2022	<u>63,294</u>	<u>8,305</u>	<u>667</u>	<u>1,213</u>	<u>10,091</u>	<u>83,570</u>
<i>At 31 March 2021</i>	<u>63,294</u>	<u>8,702</u>	<u>1,694</u>	<u>4,106</u>	<u>22,287</u>	<u>100,083</u>

Freehold property is not depreciated because the Trustees consider the estimated residual value of the asset is not materially different from the carrying value.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

11. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2021	159,687
Revaluations	13,765
	173,452
At 31 March 2022	173,452
Net book value	
At 31 March 2022	173,452
<i>At 31 March 2021</i>	159,687

Fixed asset investments represent investments in FTSE 100 Kick-out deposit plans.

12. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	20,300	10,978
Other debtors	16,471	2,476
Prepayments and accrued income	25,055	22,370
	61,826	35,824
	61,826	35,824

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	21,407	4,863
Other taxation and social security	10,913	-
Other creditors	11,246	173,859
Accruals and deferred income	6,176	2,050
	49,742	180,772
	49,742	180,772

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2022 £
Unrestricted funds					
Unrestricted income funds	307,295	752,008	(771,386)	-	287,917
Revaluation reserve	49,687	-	-	13,765	63,452
	<u>356,982</u>	<u>752,008</u>	<u>(771,386)</u>	<u>13,765</u>	<u>351,369</u>
Restricted funds					
Regional Transport Hub	<u>31,932</u>	<u>15,000</u>	<u>(23,615)</u>	<u>-</u>	<u>23,317</u>
Total of funds	<u><u>388,914</u></u>	<u><u>767,008</u></u>	<u><u>(795,001)</u></u>	<u><u>13,765</u></u>	<u><u>374,686</u></u>

The Regional Transport Hub restricted fund represents funding received to set up and run an advice and training service for those people within East Anglia who are no longer able to drive or those who will never be able to drive. It was also used to collate information on services currently available for transport and with a view to reducing social isolation and loneliness. Money from this fund has been used to pay for staff salaries and training, a vehicle with running costs, stationery, leaflets and marketing etc.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

14. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2020</i>	<i>Income</i>	<i>Expenditure</i>	<i>Gains/ (Losses)</i>	<i>Balance at 31 March 2021</i>
	£	£	£	£	£
Unrestricted funds					
Unrestricted income funds	314,373	699,756	(706,834)	-	307,295
Revaluation reserve	39,399	-	-	10,288	49,687
	<u>353,772</u>	<u>699,756</u>	<u>(706,834)</u>	<u>10,288</u>	<u>356,982</u>
Restricted funds					
Regional Transport Hub	<u>14,967</u>	<u>50,000</u>	<u>(33,035)</u>	<u>-</u>	<u>31,932</u>
Total of funds	<u><u>368,739</u></u>	<u><u>749,756</u></u>	<u><u>(739,869)</u></u>	<u><u>10,288</u></u>	<u><u>388,914</u></u>

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£
Tangible fixed assets	82,037	1,533	83,570
Fixed asset investments	173,452	-	173,452
Current assets	145,622	21,784	167,406
Creditors due within one year	(49,742)	-	(49,742)
Total	<u><u>351,369</u></u>	<u><u>23,317</u></u>	<u><u>374,686</u></u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	100,083	-	100,083
Fixed asset investments	159,686	-	159,686
Current assets	277,985	31,932	309,917
Creditors due within one year	(180,772)	-	(180,772)
Total	356,982	31,932	388,914

16. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income/expenditure for the year (as per Statement of Financial Activities)	(14,228)	20,175
Adjustments for:		
Depreciation charges	21,788	30,255
Gains on investments	(13,765)	(10,287)
Loss/(profit) on the sale of fixed assets	(2,500)	-
Increase in debtors	(22,002)	(3,200)
Increase/(decrease) in creditors	(131,031)	139,643
Net cash provided by/(used in) operating activities	(161,738)	176,586

17. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	26,998	195,882
Notice deposits (less than 3 months)	78,582	78,211
Total cash and cash equivalents	105,580	274,093

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NOTES TO THE FINANCIAL STATEMENTS
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18. Analysis of changes in net debt

	At 1 April 2021	Cash flows	At 31 March 2022
	£	£	£
Cash at bank and in hand	274,093	(168,513)	105,580
	<u>274,093</u>	<u>(168,513)</u>	<u>105,580</u>

19. Pension commitments

The Company operates a defined contributions scheme. The pension cost charge represents contributions payable by the Company to the fund and amounted to £6,707 (2021: £18,885).

20. Operating lease commitments

At 31 March 2022 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
Within 1 year	8,970	8,970
Between 1 and 5 years	748	9,718
Total	<u>9,718</u>	<u>18,688</u>

21. Related party transactions

There were no related party transactions in either the current or preceding year.