

**Charity Registration Number: 1047613**



# **ROCHDALE BOROUGH SHOPMOBILITY**

## **Trustees' Annual Report and Financial Statements**

**Year Ended 31 March 2024**

# ROCHDALE BOROUGH SHOPMOBILITY

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## ROCHDALE BOROUGH SHOPMOBILITY

### MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

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<b>Registered Charity Name</b>	Rochdale Borough Shopmobility
<b>Charity Number</b>	1047613
<b>Registered Office</b>	12 River Street Rochdale OL16 1RT
<b>Trustees</b>	Cllr A Dearnley Mrs P Boylan Cllr J Garside Mr P Ambrose Mrs C Berry Ms J Coventry Cllr B Sheerin Mr C Houston (deceased on 05/01/23)
<b>Chairperson</b>	Cllr A Dearnley
<b>Treasurer</b>	Mr P Ambrose
<b>Accountants</b>	Community Accounting Lancashire C.I.C. Foxfields 9 Norley Close Chadderton Oldham Lancashire OL1 2RA
<b>Bankers</b>	The Co-Operative Bank 110 Yorkshire Street Rochdale OL16 1JY

**Rochdale Borough Shopmobility**  
**Annual Report**  
**April 2023-March 2024**



**Registered Charity No.1047613**

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**Rochdale Shopmobility:**

12 River Street

ROCHDALE

OL16 1RT

**Telephone:** 01706 925986

**Email:** info@rochdaleshopmobility.co.uk

**Bankers:**

Co-operative Bank PLC

110 Yorkshire Street

ROCHDALE

OL16 1JY

**Independent Examiners:**

Community Accounting Lancashire C.I.C.

*(Registered Number 12039423)*

Foxfields

9 Norley Close

Chadderton

Oldham

OL1 2RA

Rochdale Borough Shopmobility is a member  
of Action Together Rochdale

**ROCHDALE BOROUGH SHOPMOBILITY**  
**EXECUTIVE COMMITTEE MEMBERS**

Chairperson	Cllr Ashley Dearnley	Re-elected by members 2022
Treasurer/Secretary	Paul Ambrose	Elected by members 2022
Trustee	Cllr Billy Sheerin	Nominated by RBC 2022
Trustee	Cllr James Gartside	Nominated by RBC 2017
Member	Mrs Patricia Boylan	Re-elected by members 2016
Member	Christine Berry	Elected by members 2018
Member	Janice Coventry	Elected by members 2019

## **Governing Document**

Rochdale Borough Shopmobility is a registered charity and it is governed by a constitution dated 12<sup>th</sup> June 1995, which was amended 19<sup>th</sup> November 1996, and further amended on 9<sup>th</sup> November 2000, and further amended on 27<sup>th</sup> November 2002, and further amended on 20<sup>th</sup> July 2005, and further amended on 26<sup>th</sup> September 2006, and further amended on the 1<sup>st</sup> November 2011, and further amended on 11<sup>th</sup> October 2017 and further amended on the 26<sup>th</sup> day of September 2019.

## **Objectives**

Rochdale Borough Shopmobility's objectives are: The relief of persons, in particular people who have limited mobility, in particular but without limitations by the provision of escorts, wheelchairs and similar equipment with the object of improving their mobility and their conditions of life within the Metropolitan Borough of Rochdale.

**Rochdale Borough Shopmobility** provides manual and powered wheelchairs, powered scooters and volunteer escorts to help people with limited mobility, shop and use the facilities of Rochdale with ease and enjoyment. Escorts are also available for people with sensory disabilities.

## **Rochdale Opening Hours:**

Monday to Friday - 9.30 am to 4.30 pm

Saturday - 9.30am to 12.30pm

**Booking Procedure** Bookings for both scooters and wheelchairs can be made up to 2 working days in advance. Booking is advisable, although scooters are usually available each day for casual users who just arrive at the office. This is on a first come first served basis.

**Membership** is available to anyone who has difficulty walking around Rochdale Town Centre whether their disability is temporary or permanent. Membership costs £10.00 per year and there is a further charge of £2.50 for each 3hr session booked. Day membership is available for visitors to Rochdale at a cost of £5.50. To register you will need proof of identification that shows both your name and address.

## **Chairpersons Address 2023/2024**

The Rochdale Shopmobility Service is a great asset for the borough. As we review this particular year it is sad to start the process to replace the long-term manager, Michelle Hollinrake. Michelle has been a stalwart for the service and seen Rochdale Shopmobility weather the pandemic, moving buildings and difficult funding environments.

We wish Michelle all the best in her much-deserved retirement, and we hope she stays in contact.

Michelle leaves the service in good shape, and she has also driven the finding of a substitute and has worked with HMR Circle to support this new era and hopefully the future growth and development of the service. Our usage numbers remain solid and the feedback from users of the service are universally positive.

A thank you has to go to Deborah Ratcliffe, Michelle's assistant for her sterling work as well supporting us to deliver a invaluable service to our Members.

We enter an exciting new era, built on the hard work of Michelle, Deborah and the trustees.

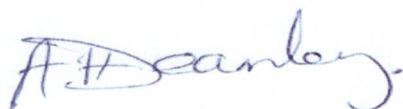
A special thank you has to go to Rochdale Council, our primary funders without their continued support it would be virtually impossible to run the service.

In closing perhaps, the biggest thank you must go to our Members, who we support. Their positivity and good humour brighten everyone's day.

Thank you again

Yours sincerely

Councillor Ashley Dearnley



**CHAIRPERSON**

## **Treasurers Report Year 2023/2024**

I have looked in detail at the accounts for 2023/24

Income has decreased in the last year namely due to an reduced grants overall though we have seen a reduction in expenditure, meaning a slightly better financial performance.. The grants awards have ensured that full service has been maintained throughout the year.

Running costs have reduced, which is testament to the due diligence of Michelle Hollinrake and Deborah Ratcliffe who continually strive to make appropriate savings and explore income generating opportunities.

For this financial year the Council has agreed to maintain their grant to £35,600 which will cover salaries.

We are continuing to apply for funding to Charity grant and other providers to help fund the coming years.

The service continues to be popular as it provides a convenient and welcoming service for users of the town centre.

On behalf of colleagues, I would like to thank Rochdale Borough Council for their continuing support of the Charity and I would also like to thank Michelle, Debbie and all the Committee Members who give their time and energy to ensure that we provide a service fit for purpose for residents and visitors to Rochdale.

We remain dedicated and committed to continuing this service that benefits Rochdale Borough residents and Town Centre visitors, and look forward to welcoming back members old and new in the near future.

Paul Ambrose

**TREASURER**

## Income and Expenditure 2023-2024

Year Ending March 31st	<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
	£	£
<b>RECEIPTS</b>		
Grants	38,230	53,000
Activities for Generating Funds	3,513	4,506
Investment Income	142	17
Other Income	-	<u>1,525</u>
<b>TOTAL RECEIPTS</b>	<b>41,885</b>	<b>59,048</b>
<b>PAYMENTS</b>		
Employment Costs	30,082	36,881
Room Hire	-	-
Rent, Rates and Water	148	118
Insurance	3,065	2,782
Heat and Light	643	700
Stationery, Postage and Carriage	235	223
Telephone	758	620
Refreshments	66	58
Travel Costs	10	-
Scooter and Wheelchair Maintenance	540	-
Equipment – Scooters Purchased	-	15,925
Other Equipment & Furniture	-	26
Office & Premises Costs	195	130
Repairs & Maintenance	309	466
Bank Charges	120	120
Sundries and Cleaning	599	531
Accountancy Fee	<u>495</u>	<u>445</u>
<b>TOTAL PAYMENTS</b>	<b>37,265</b>	<b>59,025</b>
<b>Net of Receipts/(Payments)</b>	<b>4,620</b>	<b>23</b>
<b>Cash Funds as at 1<sup>st</sup> April 2023</b>	2,492	2,469
<b>Cash Funds as at 31 March 2024</b>	<u><b>7,112</b></u>	<u><b>2,492</b></u>

## **Managers' Report 2023/2024**

I am again very pleased to report that our usage and membership have remained stable and are on a par with last year and I hope to see an increase in Membership and Usage in the next twelve months

We have picked a few one off grants which have helped with cashflow and overall financial sustainability.

As ever I would like to thank Rochdale Borough Council for their continuing to support our service financially with an Annual Grant and for agreeing to cover the full cost of salaries for 2023/24. I would like to thank Cllr Ashley Dearnley, Chairperson for putting a case forward for more support. This has helped to keep the Charities finances in order in these difficult economic times for the next financial year and will ensure that people with mobility problems are still able to visit Rochdale Town Centre with ease and enjoyment.

I would also like to thank Deborah Ratcliffe our Scheme Assistant as ever, who has given continuing support to myself and all our members of Rochdale Borough Shopmobility.

On a personal note, I will be retiring later this year and the process of finding a replacement structure has begun. Thanks to the support of our Trustees we have been in discussion with HMR Circle, a successful local social enterprise. Mark Wynn, the Director/CEO of Circle has produced a formal proposal and business plan which has been accepted by the trustees, and I am excited for this new area for Rochdale Shopmobility when I retire.

In closing, Rochdale Borough Shopmobility would not be able to provide the range of services without the dedicated support of our Executive Committee who I would like to thank you as ever on behalf of the Staff and all the Shopmobility Members.

Michelle Hollinrake

**MANAGER/FUNDRAISER**

# ROCHDALE BOROUGH SHOPMOBILITY

## REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF ROCHDALE BOROUGH SHOPMOBILITY

YEAR ENDED 31 MARCH 2024

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I report on the accounts for the year ended 31 March 2024 as set out on pages 4 to 7.

### Respective responsibilities of trustees and examiner

The charity's trustees 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 needed.

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 Act; and
- to state whether particular matters have come to my attention.

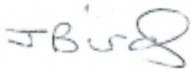
### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination 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 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.



24<sup>th</sup> January 2025

**Miss Jacqueline Bird F.M.A.A.T.**  
Community Accounting Lancashire C.I.C.  
Foxfields  
9 Norley Close  
Chadderton  
Oldham  
Lancashire  
OL1 2RA

**ROCHDALE BOROUGH SHOPMOBILITY**  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

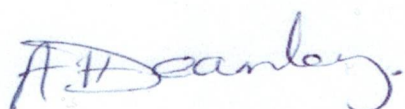
		Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	<i>Notes</i>	£	£	£	£
<b>RECEIPTS</b>					
Grants	2	37,600	630	38,230	53,000
Activities for Generating Funds	3	3,513	-	3,513	4,506
Investment Income	4	142	-	142	17
Other Income	5	-	-	-	1,525
<b>TOTAL RECEIPTS</b>		<b>41,255</b>	<b>630</b>	<b>41,885</b>	<b>59,048</b>
<b>PAYMENTS</b>					
Employment Costs		30,082	-	30,082	36,881
Room Hire		-	-	-	-
Rent, Rates and Water		148	-	148	118
Insurance		3,065	-	3,065	2,782
Heat and Light		643	-	643	700
Stationery, Postage and Carriage		235	-	235	223
Telephone		758	-	758	620
Refreshments		66	-	66	58
Travel Costs		10	-	10	-
Scooter and Wheelchair Maintenance		-	540	540	-
Equipment – Scooters Purchased		-	-	-	15,925
Other Equipment & Furniture		-	-	-	26
Office & Premises Costs		105	90	195	130
Repairs & Maintenance		309	-	309	466
Bank Charges		120	-	120	120
Sundries and Cleaning		599	-	599	531
Accountancy Fee		495	-	495	445
<b>TOTAL PAYMENTS</b>		<b>36,635</b>	<b>630</b>	<b>37,265</b>	<b>59,025</b>
<b>Net of Receipts/(Payments)</b>		<b>4,620</b>	<b>-</b>	<b>4,620</b>	<b>23</b>
<b>Cash Funds as at 1<sup>st</sup> April 2023</b>	6	2,492	-	2,492	2,469
<b>Cash Funds as at 31 March 2024</b>	6	<b><u>7,112</u></b>	<b><u>-</u></b>	<b><u>7,112</u></b>	<b><u>2,492</u></b>

**ROCHDALE BOROUGH SHOPMOBILITY**  
**STATEMENT OF ASSETS AND LIABILITES**

**AS AT 31 MARCH 2024**

	As at 31 March 2024	As at 31 March 2023
<b>ASSETS – CASH FUNDS</b>		
	£	£
Bank	7,088	2,451
Cash	24	41
	<u>7,112</u>	<u>2,492</u>
 <b>ASSETS - EQUIPMENT</b>		
	£	£
Scooters	10,620	16,594
	<u>10,620</u>	<u>16,594</u>
 <b>LIABILITIES</b>		
	£	£
Independent Examiners Fees	495	495
	<u>495</u>	<u>495</u>
 <b>NET ASSETS/LIABILITIES</b>	 <u>17,237</u>	 <u>18,591</u>

The financial statements were approved by the Board of Trustees on the 24<sup>th</sup> of January 2025 and signed on their behalf:



Councillor Ashley Dearnley  
**Chairperson**

**ROCHDALE BOROUGH SHOPMOBILITY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**1. RECEIPTS AND PAYMENTS ACCOUNTS**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**2. GRANTS**

	Unrestricted Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
	£	£	£	£
Rochdale MBC	37,600	-	37,600	37,600
Action Together:				
Repair Respond Recovery Grant	-	-	-	4,650
Micro Grant	-	630	630	-
National Lottery Community Fund	-	-	-	9,750
Manchester Guardian Society	-	-	-	1,000
	<u>37,600</u>	<u>630</u>	<u>38,230</u>	<u>53,000</u>

**3. ACTIVITIES FOR GENERATING FUNDS**

	Unrestricted Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
	£	£	£	£
Registration Fees	407	-	407	471
Scooter Fees	3,065	-	3,065	3,003
Fundraising	-	-	-	-
General Donations and Sponsorship*	41	-	41	1,032
Miscellaneous	-	-	-	-
	<u>3,513</u>	<u>-</u>	<u>3,513</u>	<u>4,506</u>

\* General Donations and Sponsorship included £1,000 from the Mayors Charity Donation in the previous year.

**4. INVESTMENT INCOME**

	Unrestricted Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
	£	£	£	£
Bank Interest	<u>142</u>	<u>-</u>	<u>142</u>	<u>17</u>

**5. OTHER INCOME**

	Unrestricted Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
	£	£	£	£
Scooter Sales	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,525</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,525</u>

**ROCHDALE BOROUGH SHOPMOBILITY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**6. FUND ANALYSIS**

<b>Fund Name</b>	<b>Balance as at 1 April 2023 £</b>	<b>Receipts £</b>	<b>Payments £</b>	<b>Balance as at 31 March 2024 £</b>
<b>Unrestricted Funds</b>	<u>2,492</u>	<u>41,255</u>	<u>(36,635)</u>	<u>7,112</u>
	2,492	41,255	(36,635)	7,112
<b>Restricted Funds</b>				
Action Together Micro Grant	<u>-</u>	<u>630</u>	<u>(630)</u>	<u>-</u>
	-	630	(630)	-
<b>TOTAL FUNDS</b>	<u><u>2,492</u></u>	<u><u>41,885</u></u>	<u><u>(37,265)</u></u>	<u><u>7,112</u></u>