

REGISTERED COMPANY NUMBER: 02618968 (England and Wales)
REGISTERED CHARITY NUMBER: 1003309

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 September 2021
for
Cycling Projects

Cycling Projects

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Cycling Projects

Chairman's Report for the Year Ended 30 September 2021

Through the last financial year, our organisation has achieved significant progress. Having adapted our ways of working to cater for user needs during and post pandemic, the management team have also maintained resolute focus on moving our organisation from a projects led operation to one which aims to provide more permanent services in more locations using more enduring funding sources. Behind this shift in emphasis is the Sport England funded 'Scaling Up' programme which has introduced more systemisation and greater clarity of our service offering and volunteer needs and training. The programme workload is ongoing and is extensive but has also enabled Cycling Projects to expand its management team who are now successfully scaling up our reach in new areas such as Sheffield and parts of Cumbria and the West Midlands.

In order to increase our visibility and access to longer term funding, we have developed stronger relations with existing partners such as Sport England, DfT and British Cycling. In addition, good progress has been made to attract private sector funding which reduces our reliance on Government sentiment and associated fund sources which are available.

We have also strengthened our Board of Trustees with appointments of experienced professionals who will play a key role in enhancing Governance and performance management.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

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 30 September 2021. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Mission Statement

Our purpose is the promotion of cycling as a means of sustainable transport for all sectors of the community.

Objects

- 1) To promote cycling and opportunities for cycling for the benefit of the public.
- 2) To promote education and training in cycling for the benefit of the public.
- 3) To enable people of all ages who may have reduced or impaired ability whether physical or mental or both or who may have impaired health or who may be recovering from impaired health or who may otherwise be socially excluded to enjoy the benefits of cycling by the provision of special equipment, facilities, advice and training in the United Kingdom.
- 4) To relieve people of all ages with disabilities who may have reduced or impaired ability whether physical or mental or both by enabling them to enjoy the benefits of cycling by the provision of special facilities and advice in the United Kingdom.

These objects were revised to their current form at the Annual General Meeting held on 13th November 2008 and are contained in the charities Memorandum and Articles of Association, which sets out the rules by which the charity runs its affairs. In accordance with the relevant legislation, the Charity Commission provided its consent to the changes.

Cycling Projects' Strategy, 2019-24

In 2018/19 Cycling Projects' trustees, management and staff worked together to develop a new strategic plan for 2019-2024 setting out a vision that we will have become the inclusive cycling organisation of choice in the UK, through the achievement of our aspirations to effectively share and develop best practice across the national footprint.

Considering the expectations of both participants and funders, the strategic plan goes on to identify a number of focus areas, each with specific action plans, intended to deliver around the following key themes:

- Inspire participants to realise their potential
- Coordination of a national Wheels for All network
- Inclusive cycling training provider of choice
- Enhancement of our brand

Principles - the way we do things

Our principles focus on being-

- Passionate and driven
- Respectful of all involved in making positive delivery happen
- insight/disabled people led,
- A focus on continuous improvement,
- And then all being underpinned by our strategic objectives

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

OBJECTIVES AND ACTIVITIES

Significant activities

Cycling Projects is approaching its 30th year anniversary as a charity and has been responsible for the delivery of a wide range of different services over the years. The focus of the majority of the activities was on the general promotion of cycling engagement, but with emphasis on those who need to adopt more physically active lifestyles due to sedentary living and/or poor health, and those who may have limited abilities as a result of physical or mental impairment. The work programme is split into the following two categories: Pedal Away and Wheels for All. In addition, during this year Cycling Projects has been leading on a time-limited active travel project supporting people who are returning to employment. Through the pandemic we have been able to test an effective way of engagement supporting people with disabilities to be active through our Out on Your Loan and Bike Buddy schemes.

Pedal Away update

In this reporting period we have been focussing on restarting our Pedal Away, and this has included programmes in Knowsley, Salford, Preston and East Lancashire. Projects have been funded through Public Health and relevant the Local Authority. Each Pedal Away programme followed the principles of providing cycle support packages and a range of community cycle rides for those returning to cycling. The whole focus of Pedal Away is to ensure that all community members have the skills, knowledge and confidence to be able to cycle with others. Programme activity reduces during the autumn and winter months and is generally at full capacity from March till the end of September. The implications of this being that with the Covid pandemic bringing lockdown and restrictions from early Spring, we had a reduction in both the delivery of programmes and the levels of attendance for Pedal Away during this reporting year. However, the importance of the Pedal Away programme through and beyond the pandemic cannot be underestimated; it is so clear.

Wheels for All update

In this reporting period we have been able to support over thirty-two Wheels for All centres, which offer regular inclusive cycling activities for their local communities.

During this period, we supported both charity-led and external Wheels for All centres prepare for delivery within the context of the Covid restrictions. This has included additional planning and procedures to ensure all cycles have been thoroughly cleaned, that personal protective equipment was provided, that routes and meeting points were specially marked out and that all staff and volunteers involved received the relevant training and support that they required.

Bike and Boots update

The Bike and Boots programme has been delivered in Knowsley through the partnership with Knowsley Public Health. The scheme has supported people who are returning back to the workplace, by giving them access to cycles and delivering support packages to meet their needs. The Bike and Boots programme has been recognised for its valuable contribution in helping many people remove one of the key barriers of being able to access employment opportunities.

New ways of working through and beyond the pandemic

In this reporting year Cycling Projects had to consider how it could continue to operate effectively and safely in the most constructive way to deliver services alongside the challenges and implications of the Covid pandemic. The focus has been on installing a renewed belief in being active in the community for individual, families, and organisations. We have played an important part in creating themes of trust and confidence in being active in the community setting.

This has been underpinned by working closely with participants and their families, as well as our staff and volunteers to ensure we had a good understanding of the anxieties, worries and challenges of being safely active again in a community setting. Naturally this has meant a reduced capacity in those that can attend at any one time but has also offered the opportunity for us to review a more tailored and enhanced support offer for those participating.

Alongside our specific, existing programmes of work, Cycling Projects has supported other new initiatives that were developed in response to the needs of communities during the pandemic.

Bike Buddy and Out on Your Loan programme have been born out of the need to support individuals, families and organisations who have people in their care who need to be active to stimulate both body and mind. The aim of the Bike Buddy package is to give those that have influence and decision-making factors for people in their care to embrace cycling as a credible and beneficial activity for everyone to enjoy. The Bike Buddy package will create a long-lasting cycling culture in the care home settings and the disability support agencies that we want to reach, and enable; such organisation to inspire staff, volunteers, and participants to all be active through cycling.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

OBJECTIVES AND ACTIVITIES

For our young participants the provision of bikes has given an opportunity for the whole family to be active in their local neighbourhoods. For our adult participants, we have been able to give them guidance and support in terms of planning routes, maintenance as well as cycle training, which essentially prepares them to complete cycle journeys from home on their terms.

- **Working with disability partners** - During the pandemic, we have continued to develop long lasting partnerships with national disability charities, including Leonard Cheshire, The Brain Charity and Mencap who have expressed concern for their clients around the safety of accessing public transport and becoming more isolated as a result of this during the pandemic. Through the support of our colleagues, we have helped partners in shaping their offer of cycling activities for all abilities as part of the solution to addressing the needs of service users.

We have been able to build long term engagement programmes with Leonard Cheshire, which has enabled their localised settings to offer cycling as an everyday activity for the benefit of their members.

- **Inclusive cycling landscape** - Through our national partnerships with Sport England, DfT, British Cycling and the Activity Alliance we have been able to continue the progression of a more inclusive cycling landscape. During this year our emphasis of support has particularly focused on creating an inclusive cycling offer that can continue to resonate with those that need to be active for health and inclusion reasons.

- **Creating the National Wheels for All Forum keeping connected with partners and other service providers** -

From the outset of the pandemic we recognised the need to work with and support other partners and providers, ensuring they can deliver inclusive cycling opportunities for their participants. To support this approach, we set up a regular zoom partner chat, sharing ideas and good practice throughout the inclusive cycling network. Through these engagements, we have been able to support inclusive cycling centres in restarting their local programmes ensuring that they comply with safe and effective practice. This has now gathered momentum and has brought the attention of guest speakers and partner organisation who can talk about their need to cycle and the importance of the network for people in their care.

- **Regional cluster developments** - We have been able to use our profile and experience to ensure inclusion and accessibility is at the core of any active travel measures through good partnership work with the Combined Authorities and County Councils. We view the concept of a cluster offer to be crucial to the success of local level Wheels for All centres. The cluster concept gives an opportunity for regional support and for the creation of more opportunities for local participants to cycle on their terms by giving them choice in several Wheels for All hubs across a specific region. The Sheffield City Region has been a great example of this approach, whereby we been able to work with local partners to develop a new Wheels for All in Doncaster (and then soon to follow centres in Barnsley and Rotherham). This in turn, has led to positive discussions with Liverpool City Region, to create a regional co-ordinated approach for the eight Wheels for All hubs across LCR. Discussions with regions such as Greater Manchester Combined Authority, West Midlands Combined Authority and Cumbria County Council will follow in the forthcoming year.

New Wheels for All Centres.

This reporting period gave us the opportunity to continue conversations with potential funders and commissioners in regions across the country to develop the opportunities for new Wheels for All centres. This process is supported by the delivery of Wheels for All Try Out events, which act as great ways for consultation, and to then gauge the local interest in the development of Wheels for All centres. Successful developments have led to the launch of new Wheels for All centres in Colchester, Barrow, Leatherhead, Kingston and Doncaster.

Public benefit

The activities described in the previous sections have been undertaken for the public benefit and meet the overriding object of the charity to promote cycling and opportunities for cycling for the benefit of the public. These activities have been carried out successfully and hence allow Cycling Projects to continue to meet its public benefit requirements as a charity. The Charity has had regard to the Charity Commission guidance on public benefit.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

OBJECTIVES AND ACTIVITIES

Operational Improvements

In this reporting period the charity made the decision to create a management team that represents the operations and strategic directions of the charity. This has included management leads for finance, operations, QHSE and the Scaling Up programme performance. The management team structure has been a great example of how the charity has progressed and matured as an organisation. The management team has been effective in supporting colleagues in the regions and ultimately ensuring delivery and development are managed in an efficient manner.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

OBJECTIVES AND ACTIVITIES

Training

Our training team have consistently reviewed and developed out training programmes to reflect the needs of staff, volunteers, and partner organisations. Fundamentally, this is considering new ways of working, which will allow for a consistently high standard of delivery across our network of Wheels for All and will also underpin our Pedal Away and Bike Buddy opportunities.

Further training support packages have been delivered to Bikeability providers through the Bikeability Trusts' Innovation Fund, which enabled Cycling Projects to deliver disability awareness packages to instructors in Greater Manchester, Merseyside, London, Coventry, Essex and Buckinghamshire. This gave instructors insight and understanding when engaging with children and young people who have various levels of ability in an SEND setting.

We are continuing to grow our partnership with the Bikeability Trust, so that we can roll out the disability awareness training to more providers across the country.

Scaling up - In January 21 Cycling Projects was successful in the next phase of Sport England investment through the national Scaling Up programme. Working alongside partners at Sport England and Spring Impact consultants, over the next two years, we have been given the opportunity to pilot new systems and processes, as well as strengthen underpinning infrastructure of each Wheels for All centres, working towards the growth and sustainability of the charity, and enabling the organisation to operate more effectively across national footprint.

In the current reporting period, we will use the Scaling Up investment to test our support packages, create a consistent approach, development standard operating procedures and create a value proposition that is attractive to external partners, and in turn this will create a long-term affiliation model for a Wheels for All centres across the country. has been tested in this reporting period.

Mobilisation - developing the volunteer workforce to connect with people in the community through the We Ride Together Campaign. Our We Ride Together campaign has been focussing on three themes of engagement-

- Supporting a number of Wheels for All centres across the country to be equipped and prepared for new models of delivery through and beyond the pandemic. This will include new engagement approaches have to ensure people have positive experiences, the offer must be accessible for all, and participants have to enjoy the experience and want to come back for more.

- Delivering a regional Bike Buddy, in partnerships with four Wheels for All centres, and giving them skills and knowledge to support participants to complete individual journeys.

- Create a long-term campaign pitched as "We Ride Together" with the aim to create awareness of the Wheels for All network and how advocates of active travel and keen recreational cyclist can support the delivery of Wheels for All by volunteering in a number of roles for each centre.

Focusing on the needs of our staff and volunteers

Our ongoing national volunteer programme has continued to recruit, retain and support the development of volunteers who are involved with our Wheels for All and Pedal Away programmes. Volunteers are involved in administrative roles, as ride pilots, mechanics, fundraisers and community champions who have become advocates of our work. We have concluded that all such roles are needed to ensure the effective delivery of the local programme as well as the long-term sustainability of each inclusive cycling scheme. Volunteers also continue to support the governance and sustainability of the charity at both a local and national level.

The pandemic has affected all staff and volunteers in different ways, and this period has given us the opportunity to step back and reflect on what we have previously delivered as well as shape a package that could be responsive, flexible and positively impact on the health and wellbeing of every individual. It is our intention to continue using these approaches beyond the pandemic and to build on this learning for engaging with staff and volunteers.

The pandemic has also enabled us to dedicate time and resources to properly review the volunteer roles needed at many of our Wheels for All centres and allowed us to identify any additional needs required in support of our safe and effective delivery of programmes.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

OBJECTIVES AND ACTIVITIES

Operational Improvements

We have continued to build on the development of our data reporting systems established in partnership with Liverpool John Moores University. These provide the charity with increased insight and understanding of the impact of our programmes through participant data feedback. Collectively, this information alongside testimonies and case studies helps the charity to effectively report on its performance as well as to make the case for further support and investment in inclusive cycling initiatives.

The National Training Co-ordinator has continued to deliver our Wheels for All training programmes to support the delivery of inclusive cycling sessions, as well as adapting these to take account of safe and effective practice associated with the health risks of the Covid pandemic. Further training packages have also been progressed to support the development of the Pedal Away programme along with the introduction of a Bike Buddy initiative. In addition, we are now looking at the introduction of Bikeability training for children with disabilities at both SEN and mainstream schools.

Building on the existing volunteer programme, Cycling Projects was invited to bid for funding from Sport England that could support the future growth and development of the charity. We were successful in July 2020 in securing this funding for 6 months to work with Spring Impact to design, pilot and plan a sustainable structure for the organisation. If successful in this design phase, there would be a further opportunity to apply for additional resources to support the scaling up of the charity.

Focusing on the needs of our staff and volunteers

Our ongoing national volunteer programme has continued to recruit, retain and support the development of volunteers who are involved with our Wheels for All and Pedal Away programmes. Volunteers are involved in administrative roles, as ride pilots, mechanics, fundraisers and community champions who have become advocates of our work. We have concluded that all such roles are needed to ensure the effective delivery of the local programme as well as the long term sustainability of each inclusive cycling scheme. Volunteers also continue to support the governance and sustainability of the charity at both a local and national level.

A key priority from March 2020 for the charity was to organise and deliver a regular series of online forums focusing on keeping in touch with staff and volunteers and making sure they were up to date on any changing developments. It soon became clear that these online engagement sessions were very important for staff and volunteers, as it brought everyone together, sharing their situations and giving encouragement, happiness and laughter to all through these challenging times.

The pandemic has affected all staff and volunteers in different ways, and this period has given us the opportunity to step back and reflect on what we have previously delivered as well as shape a package that could be responsive, flexible and positively impact on the health and wellbeing of every individual. It is our intention to continue using these approaches beyond the pandemic and to build on this learning for engaging with staff and volunteers.

The pandemic has also enabled us to dedicate time and resources to properly review the volunteer roles needed at many of our Wheels for All centres and allowed us to identify any additional needs required in support of our safe and effective delivery of programmes.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Despite these challenges and limitations, the charity has been able to adapt and develop its service offer and to work collaboratively with partners to ensure we support our service users, as well as our staff and volunteers in the provision of programmes and associated activities.

In 2020/21:

- 4 Pedal Away Ride programmes were delivered in Knowsley, Preston, East Lancashire and Salford.
- We were able to deliver and support new Wheels for All / Covid compliant sessions in 18 locations. We also supported an additional 9 Wheels for All externally provided centres in preparation for delivery through the pandemic.
- We delivered community cycling activities (Wheels for All and Pedal Away) at 23 locations across England and Wales.
- 212 volunteers have supported all Cycling Projects initiatives through this time.
- We have delivered over 10 volunteer virtual coffee mornings connecting and supporting volunteers through the pandemic.
- Delivered 16 Wheels for All networks forum meetings - bringing the lead contacts of WFA centres together as the ideal support network.
- 18 participants were supported through our Out on Your Loan project in the West Midlands. Each participant was supplied with an adapted loan bike alongside other support to ensure both adult and child participants could continue their cycling activities independently and alongside other family members.

Over 35 participants have participated in the Bike Buddy offer, enabling people to cycle and complete a journey. This has been delivered in partnership with several disability focussed organisations such as Empower in Trafford, The Brain charity in Liverpool and Liverpool and Sefton Mencap.

- Training - 60 volunteers and staff trained to support 'Covid safe' programmes, this allowed all centres to be prepared and ready to operate in the new environment
- Over 56 national, regional and local partners have continued working with Cycling Projects to support the delivery of our programmes and services. Partnerships included Activity Alliance, Midland Mencap, Leonard Cheshire (national), Active Essex, Kingston Borough Council, Cumbria County Council, Autism Together, Special Olympics Great Britain, Forestry Commission, British Cycling, National Trust and Sustrans.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

FINANCIAL REVIEW

Principal funding sources

Cycling Projects has a wide range of revenue funding sources, which support the delivery of our services, as well as helping to sustain many of our established programmes. Resources are also dedicated to exploring new development opportunities and creating new initiatives and models of good practice around the country.

The charity has continued to secure funding - despite the pandemic - from a wide range of different sources, including being awarded grants to deliver new and existing initiatives for local authorities and public health departments. We have also been awarded contracts to develop and create new Wheels for All programmes, which are usually a mix of revenue and capital to help deliver a sustainable programme. In addition, we secured a special grant award to support the charity during the pandemic, enabling us to adapt our service offer as well as supporting other organisations in maintaining their inclusive cycling programmes.

Many of the current Wheels for All programmes rely on fees from participants, groups including day centres, colleges and SEN schools. All fees contribute to the running costs of community Wheels for All programmes. The delivery of Wheels for All Leadership training complimented by Wheels for All Maintenance and Covid safe training has continued to be an important part of the training revenue for the charity with many courses delivered independently of existing Wheels for All centres.

Cycling Projects generate revenue from consultancy work on a broad range of themes including reviewing independent training packages, providing technical guidance on pathways and trails and developing inclusive hire facilities for National Parks and other related organisations.

The charity also receives donations and pledges from individuals from across the country who want to give their time and raise funds for the charity either to fund specific cycles for Wheels for All centres or to help the development programmes within their local region

Investment policy and objectives

The Management Committee has considered the most appropriate policy for investing funds and has found that the use of bank deposit accounts gives the opportunity to maximise income and flexibility.

Reserves policy

The Trustees have considered the amounts that would be required to administer the organisation in the event of crisis. This would include the potential costs of redundancy, notice periods, accounting, legal fees and repayment of any long-term contracts on closure. A prudent sum would equate to three months' operating costs held within the unrestricted general reserve - around £75,000

The actual general reserve for the charity at the year-end amounted to £331,943, but it should be noted that the majority of this is represented by stocks and fixed assets which are less readily available than cash amounts.

The value of unrestricted fixed assets at year-end totalled £152,353. At present free reserves (net current assets excluding stock), £179,590 are more than the 3 months running costs. However the charity operates a number of projects via unrestricted income/donations as well paying day to day running costs.

Going concern

The Trustees are continually reviewing the operations of the charity and its ability to deliver its objects during the Covid 19 pandemic. The Trustees have followed Government Guidance and are seeking financial assistance where appropriate and making cost savings where possible. In the opinion of the Trustees significant financial pressure will be placed on the Charity as a result of the Covid 19 pandemic but the Trustees believe they have the structure and resources to ensure the Charity remains a going concern.

Risk Management

We have identified the major risks facing the charity and have put in place appropriate strategies to mitigate those risks.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

FUTURE PLANS

Despite a challenging year for all charities, we have looked to build constructively on the experiences over the last year. The pandemic has been particularly hard for people with disabilities - potentially some of the most isolated members of our communities. However, we have used this as an opportunity reach out and connect with many disability support organisations who have been concerned about the welfare of people in their care, and they can reconnect with the community in any way possible.

In terms of 2022/23 and beyond, Cycling Projects we will be focusing on:

Continuing to build on our strategic vision to become the inclusive cycling organisation of choice in the UK, through the achievement of our aspirations to effectively share and develop best practice across the national footprint. This includes supporting Sport England, British Cycling and other national partners in achieving the plans for a national inclusive cycling network.

We will also focus on developing partnerships with DfT, Active Travel England, Public Health England, as they all target specific programmes that inspire, engage and retain activity for people who have previously struggled to find activities to meet their needs.

Innovation - taking the cycling offer to the homes of individual through the Bike Buddy programme. For many people with disabilities, activity has now got to start from the front door of their homes or the day centres they may use. This was based on feedback from our disability partners reporting that their service users were not using public transport, and therefore cycling had an opportunity to play a key part in ensuring that they can be active, connected and less isolated.

The repairing of adapted cycles through the DfT cycle repair voucher scheme has been a great opportunity to ensure that all types of cycles can be assessed and then repaired through the voucher scheme. The partnership with the DfT has allowed this to happen, through an initial phase of repairing adapted cycles in the internal Wheels for All centres setting. We hope that if this programme works well then it can be expanded to a larger audience across the

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

A Company limited by guarantee governed by its Memorandum and Articles of Association dated June 10 1991, as amended by special resolutions dated 22/1/92, 24/11/99, 22/11/00, 26/11/01 and 25/1/03. The company was registered as a charity on June 24 1991.

Recruitment and appointment of new trustees

One third of the members of the Management Council or, if their number is not a multiple of three then the number nearest to one third, retire from office at every annual general meeting. Members are able to seek re-election to the council, if supported by a majority of council members. The charity is keen to encourage the recruitment of new trustees and seeks the involvement and commitment of dedicated new members with a passion for cycling, disability and health, as well as a multitude of other skills that will underpin the effectiveness of the board. Any new appointment has to receive the full support of the board before final approval.

Organisational structure

The board of trustees (6 trustees), which can have up to 11 members, administers the charity. Meetings of the board take place on a cycle of approximately 6 weeks (between 4 and 8 weeks). Day to day management responsibilities are delegated to the Cycling Projects' Director, Ian Tierney.

Induction and training of new trustees

New trustees are welcomed into the charity and induction includes an overview of the organisation's operation. No further specified training is offered, although trustees are entitled to apply for relevant opportunities to support their role development.

Related parties

None of our trustees receive remuneration or other benefit from their work with the charity. Any declaration of interest - linked to payment of delivery of services on behalf of Cycling Projects - must be disclosed to the full board of trustees.

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Co-operation with other organisations/charities

Cycling Projects is keen to work collaboratively with other national, regional and local organisations to support the achievement of the charity's objectives. Current links include:

- Sport England
- Activity Alliance
- Midland Mencap
- Leonard Cheshire
- Steve Morgan Foundation
- Sport England
- Sustrans
- Prospects Foundation Hyndburn
- Merseytravel
- TFGM
- Knowsley Public Health
- Salford Public Health
- East Lancashire Public Health
- Disability Sport Wales
- Bikeability Trust
- Cycling UK
- Essex County Council

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02618968 (England and Wales)

Registered Charity number

1003309

Registered office

11-13 Wilson Patten Street
Warrington
WA1 1PG

Trustees

Mrs S Bentley Company Director (resigned 8.9.21)

N A Colledge Sport And Health Manager

J S Henderson Manager (resigned 20.10.20)

C D Mayes Radiographer (resigned 8.9.21)

Mrs E W Oldfield Retired

Mrs V M Watson BSc PGCE Housewife

P L Alcock

Ms H J Clatworthy (appointed 8.9.21)

L Gray (appointed 8.9.21)

Independent Examiner

Lee Warburton BA FCA

ICAEW

Voisey & Co LLP

Chartered Accountants

8 Winmarleigh Street

Warrington

Cheshire

WA1 1JW

Cycling Projects

Report of the Trustees for the Year Ended 30 September 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Advisers

BANKERS

Royal Bank of Scotland
151 Chorley Road
Swinton
Manchester M27 4AE

Santander UK plc
Bootle
Merseyside
L30 4GB

Charities Aid Foundation
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

KEY MANAGEMENT PERSONNEL

Ian Tierney - Charity Director
Wendy Booth - Saxton - Finance Lead appointed September 21
Tom Webster - National operations manager appointed September 21
Nancy Waine - Scaling Up programmes manager appointed July 21
Keith Cheshire - QHSE & Training manager appointed April 21

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Cycling Projects for the purposes of company law) are responsible for preparing the Annual 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 which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 20 May 2022 and signed on its behalf by:

N A Colledge - Trustee

Independent Examiner's Report to the Trustees of Cycling Projects

Independent examiner's report to the trustees of Cycling Projects ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 your charity's accounts as 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW 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.

Lee Warburton BA FCA
ICAEW
Voisey & Co LLP
Chartered Accountants
8 Winmarleigh Street
Warrington
Cheshire
WA1 1JW

20 May 2022

Cycling Projects

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 30 September 2021

	Notes	Unrestricted funds £	Restricted funds £	30.9.21 Total funds £	30.9.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	61,504	3,070	64,574	31,893
Charitable activities					
Wheels for All	4	236,707	307,432	544,139	313,368
Pedal away		37,738	2,521	40,259	63,195
Investment income	3	54	-	54	157
Other income		60,375	7,026	67,401	70,443
Total		<u>396,378</u>	<u>320,049</u>	<u>716,427</u>	<u>479,056</u>
EXPENDITURE ON					
Raising funds	5	8,548	-	8,548	13,843
Charitable activities					
Mainstream cycling	6	8,466	-	8,466	5,214
Wheels for All		185,126	350,377	535,503	305,276
Pedal away		98,413	12,553	110,966	88,622
Total		<u>300,553</u>	<u>362,930</u>	<u>663,483</u>	<u>412,955</u>
NET INCOME/(EXPENDITURE)		<u>95,825</u>	<u>(42,881)</u>	<u>52,944</u>	<u>66,101</u>
Transfers between funds	17	<u>(14,741)</u>	<u>14,741</u>	<u>-</u>	<u>-</u>
Net movement in funds		81,084	(28,140)	52,944	66,101
RECONCILIATION OF FUNDS					
Total funds brought forward		250,739	205,447	456,186	390,085
TOTAL FUNDS CARRIED FORWARD		<u><u>331,823</u></u>	<u><u>177,307</u></u>	<u><u>509,130</u></u>	<u><u>456,186</u></u>

The notes form part of these financial statements

Cycling Projects

Balance Sheet 30 September 2021

	Notes	Unrestricted funds £	Restricted funds £	30.9.21 Total funds £	30.9.20 Total funds £
FIXED ASSETS					
Tangible assets	11	152,353	9,265	161,618	173,713
CURRENT ASSETS					
Stocks	12	33,134	-	33,134	26,833
Debtors	13	182,676	-	182,676	40,663
Cash at bank		22,152	167,922	190,074	279,756
		<u>237,962</u>	<u>167,922</u>	<u>405,884</u>	<u>347,252</u>
CREDITORS					
Amounts falling due within one year	14	(58,372)	-	(58,372)	(64,779)
NET CURRENT ASSETS					
		<u>179,590</u>	<u>167,922</u>	<u>347,512</u>	<u>282,473</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>331,943</u>	<u>177,187</u>	<u>509,130</u>	<u>456,186</u>
NET ASSETS					
		<u><u>331,943</u></u>	<u><u>177,187</u></u>	<u><u>509,130</u></u>	<u><u>456,186</u></u>
FUNDS					
Unrestricted funds	17			331,943	250,739
Restricted funds				177,187	205,447
TOTAL FUNDS					
				<u><u>509,130</u></u>	<u><u>456,186</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2021 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.

Cycling Projects

Balance Sheet - continued 30 September 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 20 May 2022 and were signed on its behalf by:

P L Alcock - Trustee

N A Colledge - Trustee

Cycling Projects

Cash Flow Statement for the Year Ended 30 September 2021

	Notes	30.9.21 £	30.9.20 £
Cash flows from operating activities			
Cash generated from operations	1	(86,972)	113,527
Interest element of hire purchase or finance lease rental payments paid		-	(24)
Net cash (used in)/provided by operating activities		<u>(86,972)</u>	<u>113,503</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(4,186)
Interest received		54	157
Net cash provided by/(used in) investing activities		<u>54</u>	<u>(4,029)</u>
Cash flows from financing activities			
Capital repayments in year		-	(566)
Net cash provided by/(used in) financing activities		<u>-</u>	<u>(566)</u>
Change in cash and cash equivalents in the reporting period			
		<u>(86,918)</u>	<u>108,908</u>
Cash and cash equivalents at the beginning of the reporting period	2	<u>276,992</u>	<u>168,084</u>
Cash and cash equivalents at the end of the reporting period	2	<u><u>190,074</u></u>	<u><u>276,992</u></u>

The notes form part of these financial statements

Cycling Projects

Notes to the Cash Flow Statement for the Year Ended 30 September 2021

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES	30.9.21 £	30.9.20 £	
Net income for the reporting period (as per the Statement of Financial Activities)	52,944	66,101	
Adjustments for:			
Depreciation charges	12,095	12,989	
Interest received	(54)	(157)	
Interest element of hire purchase and finance lease rental payments	-	24	
Increase in stocks	(6,301)	(8,747)	
(Increase)/decrease in debtors	(142,013)	68,964	
Decrease in creditors	(3,643)	(25,647)	
Net cash (used in)/provided by operations	<u>(86,972)</u>	<u>113,527</u>	
2. ANALYSIS OF CASH AND CASH EQUIVALENTS	30.9.21 £	30.9.20 £	
Notice deposits (less than 3 months)	190,074	279,756	
Overdrafts included in bank loans and overdrafts falling due within one year	-	(2,764)	
Total cash and cash equivalents	<u>190,074</u>	<u>276,992</u>	
3. ANALYSIS OF CHANGES IN NET FUNDS	At 1.10.20 £	Cash flow £	At 30.9.21 £
Net cash			
Cash at bank and in hand	279,756	(89,682)	190,074
Bank overdraft	(2,764)	2,764	-
	<u>276,992</u>	<u>(86,918)</u>	<u>190,074</u>
Total	<u>276,992</u>	<u>(86,918)</u>	<u>190,074</u>

The notes form part of these financial statements

Cycling Projects

Notes to the Financial Statements for the Year Ended 30 September 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations, are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

The accrual model has been adopted to recognise government grants in the year and are measured at the fair value of the asset received or receivable. Where a grant becomes repayable it is recognised as a liability when the repayment meets the definition of a liability.

Grant income in the year of £64,923 is in relation to the Coronavirus Job Retention Scheme, all conditions attached to the grant have been met

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

1. ACCOUNTING POLICIES - continued

Expenditure

- Expenditure on charitable activities includes the costs incurred by the charity to enable it to fulfil its core operations.

- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Cycles purchased for wheels for all centres

When the charity is engaged in setting up a new WfA centre and the intention is that once the centre is established it will be transferred to a local group who will take ownership of it and run it, then any cycles and other equipment purchased for the centre is expensed when in the year of purchase. In the event that the centre cannot be independently established then the bikes and other equipment revert to the charity and are capitalised at that point in line with the policy set out above.

Allocation and apportionment of costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's core activities

Staff costs and related overheads are charged directly to the projects to which the costs relate.

Tangible fixed assets

Individual fixed assets costing more than £150 are capitalised at cost and are depreciated over their estimated useful lives on a straight line basis as set out below.

Depreciation rates are as follows:

Office and other equipment - between 3 and 10 years

Adapted cycles - over 20 years

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

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

1. ACCOUNTING POLICIES - continued

Financial instruments

Financial instruments are recognised in the company's statement of financial position when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the net asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised costs using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in profit or loss, except that investments in equity instruments that are not publically traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Impairment of financial assets

Financial assets, other than those held at fair value through profit or loss, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in profit or loss.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the company transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Employee benefits

The costs of the short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the costs of stock or fixed assets. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

2. DONATIONS AND LEGACIES

	30.9.21	30.9.20
	£	£
Donations	64,574	31,893
	<u>64,574</u>	<u>31,893</u>

3. INVESTMENT INCOME

	30.9.21	30.9.20
	£	£
Deposit account interest	54	157
	<u>54</u>	<u>157</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Wheels for All £	Pedal away £	30.9.21 Total activities £	30.9.20 Total activities £
Grants	353,472	2,450	355,922	237,148
Fees and training events	190,667	37,809	228,476	139,415
	<u>544,139</u>	<u>40,259</u>	<u>584,398</u>	<u>376,563</u>

Grants received, included in the above, are as follows:

	30.9.21	30.9.20
	£	£
Surrey AHDC	23,069	18,300
South Lakeland District Council	6,669	300
Steve Morgan Foundation	96,567	25,140
Copeland District Council	1,000	-
Salford City Council	2,450	2,500
Cycling UK	2,997	1,750
Liverpool City Council	-	9,837
Lottery Fund	-	66,826
Sport England - sector partner fund	75,065	40,400
West Midlands Combined Authority	50,000	9,960
Rhyl	-	19,438
Active Cumbria	3,079	2,000
Cumbria FC	-	1,000
Warrington Borough Council	-	5,000
Dept of Transport Greater Manchester	-	2,333
Salford CVS	-	3,000
South Yorkshire Combined Authority	21,192	19,368
Active Lancashire	2,875	-
Greater Sport	7,700	-
Denbighshire County Council	15,704	-
Colchester Catalyst Charity	9,102	-
Essex County Council	35,328	-
Trafford County Council	5,000	-
European Social Funding	(1,875)	9,996
	<u>355,922</u>	<u>237,148</u>

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

5. RAISING FUNDS

Raising donations and legacies

	30.9.21	30.9.20
	£	£
Staff costs	2,089	10,151
Other operating leases	3,231	2,222
Rates and water	59	-
Insurance	758	708
Light and heat	406	-
Telephone	22	58
Postage and stationery	21	35
Sundries	1,942	648
Travel and subsistence	20	21
	<u>8,548</u>	<u>13,843</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Mainstream cycling	6,083	2,383	8,466
Wheels for All	446,537	88,966	535,503
Pedal away	82,101	28,865	110,966
	<u>534,721</u>	<u>120,214</u>	<u>654,935</u>

7. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Mainstream cycling	2,378	5	-	2,383
Wheels for All	85,298	168	3,500	88,966
Pedal away	28,816	49	-	28,865
	<u>116,492</u>	<u>222</u>	<u>3,500</u>	<u>120,214</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	30.9.21	30.9.20
	£	£
Depreciation - owned assets	12,095	12,989
Other operating leases	32,612	22,215
Independent examination	3,500	2,200
	<u>48,207</u>	<u>37,404</u>

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2021 nor for the year ended 30 September 2020.

Trustees' expenses

	30.9.21	30.9.20
	£	£
Trustees' expenses	451	310
	<u>451</u>	<u>310</u>

The expenses paid to trustees are for the re-imbursement of travel costs.

10. STAFF COSTS

	30.9.21	30.9.20
	£	£
Wages and salaries	338,176	257,273
Social security costs	14,689	8,611
Other pension costs	3,774	2,777
	<u>356,639</u>	<u>268,661</u>

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

	30.9.21	30.9.20
Core	6	7
Other and sessional	28	31
	<u>34</u>	<u>38</u>

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

11. TANGIBLE FIXED ASSETS

	WFA Adapted Cycles £	Other cycles £	Small equipment £	Office equipment £	Totals £
COST					
At 1 October 2020 and 30 September 2021	<u>283,894</u>	<u>4,386</u>	<u>2,050</u>	<u>19,033</u>	<u>309,363</u>
DEPRECIATION					
At 1 October 2020	113,457	4,386	975	16,832	135,650
Charge for year	11,553	-	102	440	12,095
At 30 September 2021	<u>125,010</u>	<u>4,386</u>	<u>1,077</u>	<u>17,272</u>	<u>147,745</u>
NET BOOK VALUE					
At 30 September 2021	<u>158,884</u>	<u>-</u>	<u>973</u>	<u>1,761</u>	<u>161,618</u>
At 30 September 2020	<u>170,437</u>	<u>-</u>	<u>1,075</u>	<u>2,201</u>	<u>173,713</u>

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

12. STOCKS		30.9.21	30.9.20
		£	£
Stocks		<u>33,134</u>	<u>26,833</u>
13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		30.9.21	30.9.20
		£	£
Trade debtors		51,391	13,742
Other debtors		-	1,387
Prepayments and accrued income		<u>131,285</u>	<u>25,534</u>
		<u>182,676</u>	<u>40,663</u>
14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		30.9.21	30.9.20
		£	£
Bank loans and overdrafts (see note 15)		-	2,764
Trade creditors		31,158	18,436
Social security and other taxes		12,229	16,438
Other creditors		1,349	708
Accruals and deferred income		<u>13,636</u>	<u>26,433</u>
		<u>58,372</u>	<u>64,779</u>

Deferred income comprises grant income received in advance of the year to which it relates.

	30.09.21
	£
Balance as at 1st October 2020	19,782
Amount released to income earned from charitable activities	(19,782)
Amount deferred in year	<u>2,406</u>
Balance as at 30th September 2021	<u><u>2,406</u></u>

15. LOANS

An analysis of the maturity of loans is given below:

	30.9.21	30.9.20
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	<u>-</u>	<u>2,764</u>

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	30.9.21	30.9.20
	£	£
Within one year	7,000	-
Between one and five years	9,333	-
	16,333	-
	16,333	-

17. MOVEMENT IN FUNDS

	At 1.10.20	Net movement in funds	Transfers between funds	At 30.9.21
	£	£	£	£
Unrestricted funds				
General fund	246,939	95,945	(10,941)	331,943
Banes WFA	3,800	-	(3,800)	-
	250,739	95,945	(14,741)	331,943
Restricted funds				
Capital grants expended	11,462	(2,197)	-	9,265
St John's Foundation - Bath	6,624	(7,584)	960	-
Surrey WFA	13,291	(18,417)	5,126	-
South Lakes District National Park	10,553	1,475	-	12,028
Steve Morgan Foundation	8,964	(9,094)	130	-
Sport England- volunteer coordinator	3,008	(9,956)	6,948	-
Copeland WFA	18,227	(259)	-	17,968
CCF - Warrington PA Dementia	6,035	(3,792)	-	2,243
Marlow - WFA	11,524	(1,669)	-	9,855
Hyndburn Pedal Away	6,884	(1,198)	-	5,686
ACRE - Lace Up	4,191	(4,191)	-	-
Salford Pedal Away	4,026	(4,643)	617	-
West Midlands Combined Authority	9,960	(3,878)	-	6,082
European Social Funding - Merseyside	4,598	(4,868)	270	-
Sport England Volunteering Scaling Programme				
	30,475	(31,380)	905	-
Tackling Inequalities - Liverpool & Sefton Mencap				
	9,837	(4,893)	-	4,944
South Yorkshire Combined Authority	16,604	623	-	17,227
Sport Wales - Rhyl WFA set up	11,984	(12,040)	56	-
CCF Warrington Older People	2,203	-	-	2,203
Cycling repair, health & safety fund	10,048	-	-	10,048
OUT ON YOUR Loan	-	25,476	-	25,476
Liverpool WFA	-	1,375	-	1,375
WE Ride Together	-	52,787	-	52,787
European Social funding - Manchester	4,949	(4,678)	(271)	-
	205,447	(43,001)	14,741	177,187
TOTAL FUNDS	456,186	52,944	-	509,130

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	396,378	(300,433)	95,945
Restricted funds			
Capital grants expended	-	(2,197)	(2,197)
St John's Foundation - Bath	11,874	(19,458)	(7,584)
Surrey WFA	34,463	(52,880)	(18,417)
South Lakes District National Park	8,480	(7,005)	1,475
Steve Morgan Foundation	(160)	(8,934)	(9,094)
Sport England- volunteer coordinator	-	(9,956)	(9,956)
Copeland WFA	1,000	(1,259)	(259)
CCF - Warrington PA Dementia	-	(3,792)	(3,792)
Marlow - WFA	50	(1,719)	(1,669)
Hyndburn Pedal Away	-	(1,198)	(1,198)
ACRE - Lace Up	-	(4,191)	(4,191)
Salford Pedal Away	2,521	(7,164)	(4,643)
West Midlands Combined Authority	-	(3,878)	(3,878)
European Social Funding - Merseyside	(1,075)	(3,793)	(4,868)
Sport England Volunteering Scaling Programme			
	12,634	(44,014)	(31,380)
Tackling Inequalities - Liverpool & Sefton Mencap			
	-	(4,893)	(4,893)
South Yorkshire Combined Authority	40,560	(39,937)	623
Sport Wales - Rhyl WFA set up	5,670	(17,710)	(12,040)
OUT ON YOUR Loan	50,000	(24,524)	25,476
Liverpool WFA	92,401	(91,026)	1,375
WE Ride Together	62,431	(9,644)	52,787
European Social funding - Manchester	(800)	(3,878)	(4,678)
	<u>320,049</u>	<u>(363,050)</u>	<u>(43,001)</u>
TOTAL FUNDS	<u><u>716,427</u></u>	<u><u>(663,483)</u></u>	<u><u>52,944</u></u>

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.10.19 £	Net movement in funds £	Transfers between funds £	At 30.9.20 £
Unrestricted funds				
General fund	214,930	15,585	16,424	246,939
Banes WFA	3,800	-	-	3,800
	<u>218,730</u>	<u>15,585</u>	<u>16,424</u>	<u>250,739</u>
Restricted funds				
Capital grants expended	13,659	(2,197)	-	11,462
St John's Foundation - Bath	18,653	(12,029)	-	6,624
Surrey WFA	31,949	(31)	(18,627)	13,291
South Lakes District National Park	16,592	(6,039)	-	10,553
Steve Morgan Foundation	3,520	5,444	-	8,964
Sport England- volunteer coordinator	19	2,989	-	3,008
Copeland WFA	28,928	(10,701)	-	18,227
CCF - Warrington PA Dementia	7,563	(1,528)	-	6,035
Marlow - WFA	13,817	(2,293)	-	11,524
Karl Austin fund	3,823	-	(3,823)	-
Wyre	2,123	-	(2,123)	-
Pedal Power	2,102	-	(2,102)	-
Bicycle Purchase Reserve	2,000	-	(2,000)	-
Hyndburn Pedal Away	7,328	(444)	-	6,884
ACRE - Lace Up	7,905	(3,714)	-	4,191
Salford Pedal Away	11,374	(7,348)	-	4,026
West Midlands Combined Authority	-	9,960	-	9,960
European Social Funding - Merseyside	-	4,598	-	4,598
Sport England Volunteering Scaling Programme	-	-	-	-
	-	30,475	-	30,475
Tackling Inequalities - Liverpool & Sefton Mencap	-	-	-	-
	-	9,837	-	9,837
South Yorkshire Combined Authority	-	16,604	-	16,604
Sport Wales - Rhyl WFA set up	-	11,984	-	11,984
CCF Warrington Older People	-	-	2,203	2,203
Cycling repair, health & safety fund	-	-	10,048	10,048
European Social funding - Manchester	-	4,949	-	4,949
	<u>171,355</u>	<u>50,516</u>	<u>(16,424)</u>	<u>205,447</u>
TOTAL FUNDS	<u><u>390,085</u></u>	<u><u>66,101</u></u>	<u><u>-</u></u>	<u><u>456,186</u></u>

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

17. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	245,061	(229,476)	15,585
Restricted funds			
Capital grants expended	-	(2,197)	(2,197)
St John's Foundation - Bath	-	(12,029)	(12,029)
Surrey WFA	18,300	(18,331)	(31)
South Lakes District National Park	300	(6,339)	(6,039)
Steve Morgan Foundation	25,237	(19,793)	5,444
Sport England- volunteer coordinator	31,462	(28,473)	2,989
Copeland WFA	3,000	(13,701)	(10,701)
CCF - Warrington PA Dementia	-	(1,528)	(1,528)
Marlow - WFA	4,000	(6,293)	(2,293)
Hyndburn Pedal Away	-	(444)	(444)
ACRE - Lace Up	-	(3,714)	(3,714)
Salford Pedal Away	6,833	(14,181)	(7,348)
Sport England - sector partner fund	40,400	(40,400)	-
West Midlands Combined Authority	9,960	-	9,960
European Social Funding - Merseyside	5,000	(402)	4,598
Sport England Volunteering Scaling Programme			
	35,864	(5,389)	30,475
Tackling Inequalities - Liverpool & Sefton Mencap			
	9,837	-	9,837
South Yorkshire Combined Authority	19,368	(2,764)	16,604
Sport Wales - Rhyl WFA set up	19,438	(7,454)	11,984
European Social funding - Manchester	4,996	(47)	4,949
	<u>233,995</u>	<u>(183,479)</u>	<u>50,516</u>
TOTAL FUNDS	<u><u>479,056</u></u>	<u><u>(412,955)</u></u>	<u><u>66,101</u></u>

	Unrestricted General £	Designated £	Restricted £	Total £
Fund balances at 30th September 2021				
Represented by:-				
Tangible fixed assets	152,353	-	9,265	161,618
Net current assets	175,790	3,800	167,922	347,512
Creditors: falling due in more than one year	-	-	-	-
	<u>328,143</u>	<u>3,800</u>	<u>177,187</u>	<u>509,130</u>

Transfers between funds

The charity used general funds to operate various projects during the year.

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

17. MOVEMENT IN FUNDS - continued

Transfers between funds - continued

The trustees have deemed that the Banes WFA unrestricted fund is no longer required, so the monies have been transferred back to general funds.

18. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution scheme. The assets of which are held separately from the assets of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £3,774, (2020: £2,777).

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2021.

20. RESTRICTED FUNDS

St John's Foundation - Bath

A grant contribution towards setting up and running the Bath and North East Somerset Wheels for All scheme. This project has come to an end in the year.

Surrey WFA

A Short Breaks Innovation Grant from Surrey County Council to deliver cycling activities for children and young people with special educational needs and / or disabilities.

South Lakes District National Park

A grant from South Lakeland District Council to launch and deliver Wheels for All across the South Lakes area including Kendal and Ulverston.

Steve Morgan Foundation

A grant from the Steve Morgan Foundation to set up and run a Wheels for All centre in North Wales based in Flintshire and Denbeighshire.

Sport England - volunteer co-ordinator

A Sport England Grant to fund the position of Volunteer Co-ordinator to develop the volunteer workforce.

Copeland WFA

A grant from Copeland Borough Council grant utilising the Copeland Coastal Communities Fund to establish and deliver Wheels for All.

CCF - Warrington PA Dementia

A grant from Cheshire Community Foundation to bring Pedal Away activities to people's homes in Warrington.

Marlow WFA

Donations to keep Marlow Wheels for All running.

Karl Austin fund

A fund to acquire a cycle in Karl's memory.

Wyre

Balance of funding for the provision of cycles in Wyre district.

Pedal Power

A fund to promote the use of a cycle taxi in Irlam Greater Manchester.

Cycle purchase

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

20. RESTRICTED FUNDS - continued

Donations towards the purchase of cycles.

Hyndburn Pedal Away

A grant from the Prospects Windfall Fund to provide Pedal Away for the people of Hyndburn, East Lancashire.

Acre - Lace Up

A grant from Lace Up Cumbria to increase participation in leisure activities and community exercise in rural areas. This project has come to an end in the year.

Salford Pedal Away

Multiple grant funding from Salford City Council, Transport For Greater Manchester, Active Ageing and Salford CVS for Pedal Away.

West Midlands Combined Authority

A grant from the Better Streets Community Fund to provide adapted cycles and storage in Wolverhampton.

European Social Funding - Manchester & Merseyside

A European Social Fund Grant to bring people back into employment.

Sport England Volunteering Scaling Programme

A Sport England grant to design a partnership based sustainable volunteer operating model.

Tackling Inequalities - Liverpool & Sefton Mencap

Sport England Tackling Inequalities grant funding for acquisition of cycles and delivery of bike buddy scheme with Liverpool and Sefton Mencap to engage with isolated communities.

South Yorkshire Combined Authority

A grant to audit the inclusive cycling landscape across South Yorkshire and to build on opportunities arising to deliver inclusive cycling across South Yorkshire Combined Authority.

Sport Wales - Rhyl WfA set up

A grant to supply adapted cycles and training to deliver volunteer led inclusive cycling at Marsh Tracks in Rhyl, North Wales.

CCF Warrington older people

A Cheshire Community Foundation grant towards provision of Wheels for All for over 50's in Warrington.

Cycling repair, health & safety fund

Created to ensure repair health & safety issues can be funded.

Out On Your Loan

A programme that focussed on supporting disabled people from across the West Midlands to access adapted cycling through a mentoring and support package delivered by Cycling Projects staff.

Liverpool Wheels for All

Funded through the Steve Morgan Foundation to create a Wheels for All based in Springfield Park adjacent to Alder Hey hospital, and to work closely with both The Brain Charity and with Stick & Step. These are two Merseyside disability organisations have expressed a need to support their participants, staff and volunteers to cycle for leisure and health and well-being.

We Ride Together

This is a sector renewal funded programme that has allowed us to support fifteen existing Wheels for All centre to restart through and beyond the pandemic. We have supported them with new ways of working, and appropriate training packages and engagement day.

We Ride Together has also allowed us to roll out the Bike Buddy offer, and to create a national campaign to embrace all advocated of active travel to support the Wheels for All network.

Cycling Projects

Notes to the Financial Statements - continued for the Year Ended 30 September 2021

21. CONSTITUTION

The Company is limited by guarantee and does not have a share capital. In the event of the Company being wound up the members are committed to contributing £1 each.

22. KEY MANAGEMENT PERSONNEL

The charity considers its key management personnel to comprise its trustees and Chief Executive and the senior management team. The total employment benefits including employer pension contributions of the key management personnel were £119,012 (2020:£137,196). No employee had employee benefits in excess of £60,000.

Cycling Projects

Detailed Statement of Financial Activities for the Year Ended 30 September 2021

	30.9.21 £	30.9.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	64,574	31,893
Investment income		
Deposit account interest	54	157
Charitable activities		
Grants	355,922	237,148
Fees and training events	228,476	139,415
	584,398	376,563
Other income		
Other income	2,478	-
Job retention scheme grants	64,923	70,443
	67,401	70,443
Total incoming resources	716,427	479,056
EXPENDITURE		
Raising donations and legacies		
Wages	1,959	9,714
Social security	106	347
Pensions	24	90
Other operating leases	3,231	2,222
Rates and water	59	-
Insurance	758	708
Light and heat	406	-
Telephone	22	58
Postage and stationery	21	35
Sundries	1,942	648
Travel and subsistence	20	21
	8,548	13,843
Charitable activities		
Trustees' expenses	451	310
Wages	299,003	196,277
Social security	12,568	6,653
Pensions	3,300	2,360
Travel and subsistence	16,207	14,487
Purchase and repair of bikes	148,906	37,538
Postage and stationery	980	990
Telephone	7,125	5,720
IT costs	7,692	3,442
Carried forward	496,232	267,777

This page does not form part of the statutory financial statements

Cycling Projects

Detailed Statement of Financial Activities for the Year Ended 30 September 2021

	30.9.21 £	30.9.20 £
Charitable activities		
Brought forward	496,232	267,777
Recruitment	-	592
Sundries	14,709	6,518
Motor expenses	12,334	5,809
Advertising and promotion	250	384
Facilities and track hire	11,196	5,278
Bad debts	-	5,607
	534,721	291,965
Support costs		
Management		
Wages	37,214	51,282
Social security	2,015	1,611
Pensions	450	327
Other operating leases	29,381	19,993
Rates and water	534	-
Insurance	6,818	5,184
Light and heat	3,655	-
Telephone	223	554
Postage and stationery	236	349
Repairs and maintenance	383	1,009
IT costs	3,015	3,589
Membership and subscriptions	635	683
Travel and subsistence	327	204
Recruitment costs	6,565	222
Training costs	5,337	1,419
Professional fees	8,112	1,080
Irrecoverable VAT	(503)	4,336
Depn of WFA adapted cycles	11,655	12,856
Depn of office equipment	440	133
	116,492	104,831
Finance		
Bank charges	222	92
Leasing	-	24
	222	116
Governance costs		
Accountancy fees	3,500	2,200
	663,483	412,955
Total resources expended		
	663,483	412,955
Net income	52,944	66,101

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