

**CYCLING PROJECTS**

**ANNUAL REPORT  
AND  
UNAUDITED FINANCIAL STATEMENTS**

**FOR**

**THE YEAR ENDED SEPTEMBER 30 2019**

**CYCLING PROJECTS  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

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**CYCLING PROJECTS  
ADMINISTRATIVE INFORMATION  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**TRUSTEES**

Roger Allin (resigned 10/11/18)  
Sue Bentley MBE  
Nicholas Colledge  
Jim Henderson  
Nicholas Hilton (appointed 27/11/18)  
Christopher Mayes  
Elizabeth Oldfield  
Jayne Rogers (resigned 16/08/19)  
Veronica Watson

**COMPANY SECRETARY**

Michael Lentin

**KEY MANAGEMENT PERSONNEL**

Ian Tierney – Charity Director  
Chris Revill - Wheels for All Co-ordinator, Bath & NE Somerset  
Matthew Wing – Wheels for All Co-ordinator Surrey – left in June 2019  
Hermine Briffa - Development Officer  
John Lloyd – Financial Lead  
Chris Watts - Became the Midland Mencap lead for Park Ride  
Tom Glynn appointed as National Volunteer co-ordinator  
Nancy Waine – Pedal Away regional lead

**OTHER STAFF MEMBERS**

Jan Haynes Finance and office administrator  
Louise Walton appointed as Ulverston Wheels for All co-ordinator  
Kath Finn appointed as Kendal Wheels for All co-ordinator  
Janet Gregory appointed as North Wales Wheels for All co-ordinator  
Ian Jones – appointed as Bike and Boots co-ordinator Merseyside  
Claire Bryant – appointed as Copeland Wheels for All co-ordinator (August 2019)  
Keith Cheshire – appointed as national Training lead for Cycling Projects (June 2019)  
Rob Salt – appointed as Salford Pedal Away co-ordinator (Jan 2019)

**REGISTERED OFFICE**

11/13 Wilson Patten Street  
Warrington WA1 1PG

**ACCOUNTANTS & INDEPENDENT EXAMINERS**

Chittenden Horley Limited  
Chartered Accountants  
456 Chester Road  
Old Trafford  
Manchester M16 9HD

**BANKERS**

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

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

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**INTRODUCTION**

The trustees present their annual report together with the financial statements of the charity for the year ended September 30<sup>th</sup> 2019 which are also prepared to meet the requirements for a directors' report and accounts for Companies act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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 (FRS102) (effective 1 January 2015), referred to as the Charities SORP (FRS 102).

**OBJECTIVES AND ACTIVITIES**

***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.

***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

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**ACTIVITIES**

Cycling Projects is now in its 29<sup>th</sup> year of operation as a charity and it has been responsible for the delivery of a wide range of different services over the year. The focus of the majority of the activity 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.

**Pedal Away**

The charity has made a conscious effort to deliver and develop its long-term community engagement cycling initiatives through the Pedal Away branding – as ultimately, we want all participants to 'pedal away' as confident and independent cyclists.

In this reporting period we have been successful in being recommissioned to deliver a further 2-year Public Health funded programme delivering Pedal Away activities for the borough of Knowsley. We have also continued to deliver Pedal Away programmes in Sefton, following the principles of the Knowsley Pedal Away programme. We have also been successful in establishing new Pedal Away initiatives in Salford and in East Lancashire (Blackburn, Hyndburn and Burnley)

We use the Pedal Away hubs as a central point of cycle activity and from such hubs people can begin to weave cycling into their lifestyles for the long term, whilst also returning to Pedal Away and supporting future rides and activities. Pedal Away rides are regular, accessible and supportive for all abilities and through this service we have been able to attract significant numbers of participants with high retention rates across many parts of Merseyside.

The focus this year has been on ensuring that there is a strong theme of sustainability in the Pedal Away programme. In Knowsley we have been able to support this through the creation of a Pedal Away constituted group with the responsibility for the long term development and delivery of the community cycling programme across the borough.

**Wheels for All**

We continue to provide and support Wheels for All services in over 50 locations throughout the country by directly delivering through our staff and volunteers, or through partnerships with local organisations such as 'Pompey in the Community' (Portsmouth Wheels for All).

Cycling Projects continues to have a strong presence and profile in a number of regions including Surrey (and the Home Counties), West Midlands, Cheshire, South West England and Merseyside. The effectiveness of these programmes has been underpinned by having core regional co-ordinators working within these areas, as well as ensuring and maintaining a consistent delivery approach across the network.

In order to achieve the sustainability of Wheels for All programmes that are no longer funded, Cycling Projects continues to offer transitional support to local programmes including the training of sessional workers and volunteers. Such support enables local programmes to continue to develop and deliver high quality services that meet the expectations of their participants, as well as covering the costs of the delivery operation.

**Bike and Boots**

Although this funding from Merseytravel for the Bike and Boots programme came to an end we have been able to continue on a smaller scale through the borough of Knowsley. The Knowsley Public Health team have built the Bike and Boots programme into their new community cycling commission.

**Trust Fund and Foundation Support**

Cycling Projects has been successful in securing resources from a trust fund and foundation which will ensure we have an expansion of Wheels for All activities in new and existing areas.

This includes funding through the **Steve Morgan Foundation** who has invested into the charity for a three-year period supporting the creation and delivery of three new Wheels for All programmes across the North Wales region (Flintshire, Denbighshire and Conwy District). We very much appreciate the support, trust and belief shown by the Steve Morgan Foundation in Cycling Projects and we look forward to delivering a successful project for the communities of North Wales, as well as developing a strong working partnership with the foundation. The second year of delivery of North Wales Wheels for All has included a launch event in Rhyl at Marsh Tracks sports complex supporting a Denbighshire-wide inclusive cycling offer. This positive partnership has also allowed us to create a strong partnership with Disability Sport Wales, Welsh Cycling and Sport Wales.

We have continued funding from the **St. Johns Trust** (based in Bath) to support the strategic growth of our Bath and West Wheels for All programme. St Johns Trust has invested in the charity to give us the opportunity to explore models of sustainability for the long term success of the centre of excellence programme.

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**Partnerships**

Cycling Projects has continued working closely with key national partners including Sport England and British Cycling to explore the development of an expanded inclusive cycling offer across their NGB recreational regions and through club and coaching strands of work. We continue to build long term partnerships with Sport England, Activity Alliance and British Cycling with the long term aim to create a national infrastructure that supports the expansion and sustainability of our local and regional programmes. This has led to some progressive discussions and the exploration of a formal partnership from April 2020 that will support the long-term sustainability of the inclusive cycling network.

**Smaller projects, activities and events**

Cycling Projects has continued to deliver and develop more community based programmes which focus on cycle promotion and engagement. This year Cycling Projects has been involved in supporting a range of community events where the charity presents and promotes the benefits of cycling for both the individual and the community. Such events are vital in raising the profile of the organisation within local communities. This has included various cycle festivals, Kidz Up North (Disability and Inclusion conference), and adult social care networks across the country.

**Events and Roadshows**

The annual programme of events is growing year-by-year – as more people and partners require the services of Cycling Projects. In 2018/19, we delivered a total of **88** events nationally bringing the Wheels for All experience to people in new parts of the country where there is no existing regular inclusive cycling programme. In this reporting year we have gone further across the UK to deliver community inclusion taster events, this has included the Isle of Wight, the Isle of Anglesey, Colchester, Whitehaven, Norfolk, Lincolnshire, Newcastle and the Isle of Jersey, Not only has each event been a success in terms of reaching new people on the day of the event, it has also led to positive discussions with partners in each region whereby we have been able to positively move forward plans to create and deliver new Wheels for All centres serving communities who previously has not had the opportunity to engage in regular inclusive cycling activities.

**The Big Pedal Away Event**

In its 5<sup>th</sup> year, this is an annual event that Cycling Projects organise to support the Knowsley Pedal Away programme and to raise awareness of the charity's work. In 2019 we moved the event location headquarters to Aintree Racecourse (partnership work), and this allowed us to offer more than just the ride – we had Wheels for All activities and also a led-walk around the course.

We were also supported by the Merseyside Stroke Association and Mencap. Over 200 participants took part in the whole event this year. In 2020 we are hoping to deliver a bigger and better activity engaging corporate support and offering a range of cycle sessions for all abilities whilst the Great Pedal Away ride is in progress.

**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.

**Operational Improvements**

In the reporting year we have bought in the expertise and support of a data analyst and a data collection tool designer from Liverpool John Moores University. The main purpose for this has been to collect the participation and partnership information from all of our centres of delivery from across the country (22 Wheels for All centres and 5 Pedal Away programmes). The data collection tool will also give existing staff and volunteers a thorough understanding of who comes to their activities and how to improve their offer and opportunities for each Wheels for All and Pedal Away centre.

Collectively this will give us clear indications of the positive impacts we are making on a local level and then through to regional and national levels. Ultimately we want to be able to present our findings, outputs and progression pathways to our existing commissioners and to share with potential new investors and supporters of Cycling Projects.

In this reporting year we have also recruited a National Training Co-ordinator: their role is to focus on the successful delivery of inclusive cycle training to new and existing Wheels for All centres. The need for a national lead on inclusive cycle training has become apparent for some time and we are now in a position where we have an excellent resource that allows us to build on our current training programmes and identify new training opportunities (e.g. adapted cycle maintenance, schools cycle training for SEND schools and Pedal Away training packages).

The forthcoming year and beyond will give us the opportunity to offer a broader portfolio of training packages to meet the needs of different groups enabling us to provide a more effective and consistent offer across the country.

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**Contribution of volunteers**

Volunteers play a crucial role in both supporting all aspects of the delivery, operation and governance of the charity. At a local level, volunteers run and support Wheels for All and Pedal Away sessions, as well as look after the maintenance of bikes and facilities – underpinning the sustainability of community programmes.

Volunteers play a vital role in recruiting and welcoming new participants onto our programmes, putting them at ease and inspiring those involved to take up the challenge and become more active through cycling. Volunteers also support the governance and sustainability of the charity at both a local and national level.

Through the investment of Sport England through the volunteering fund we have been able to appoint a national co-ordinator. This has had an immediate positive impact for the charity – recognising the volunteer support that existing volunteers give Cycling Projects whilst recruiting and retaining new volunteers.

Through the co-ordination of a national programme of volunteering activities, we have been able to identify key roles and functions that are needed to support the delivery of both Wheels for All and Pedal Away schemes. Training packages (delivered internally and externally) have been instrumental in ensuring all volunteers are fully trained and able to deliver and support programmes in their local communities.

**ACHIEVEMENTS AND PERFORMANCE**

This year we delivered a wide range of activities through our two main programmes Wheels for All, Pedal Away and Bike and Boots. Our goal is to raise awareness of cycling opportunities, and to provide opportunities to improve skills and increase confidence in cycling. Wherever we can we encourage people to go beyond the activity and weave cycling into their lifestyle for the long-term.

In 2018/19 there were:

- **586** Pedal Away Ride sessions were delivered by staff and volunteers
- **882** participants were engaged in Pedal Away Rides with programmes now being delivered in Merseyside, Preston, Blackburn, Burnley, Hyndburn and Salford
- **5790** Wheels for All sessions were delivered by Cycling Projects staff and volunteers
- **6872** participants were engaged in Wheels For All sessions throughout the year, at regular sessions, events and workshops
- **56** Wheels for All centres operate on a regular basis across the network
- We are directly delivering community cycling activities (Wheels for All and Pedal Away) at **28 locations** across England and Wales
- **224** volunteers have supported both Pedal Away & Wheels for All schemes throughout the country (as collated through our Sport England volunteering programme).
- **88** events were organised and delivered by Cycling Projects including Wheels for All taster days, cycling road shows, disability sports days and other key events.
- **181** people have been trained in Wheels for All Leadership to help and support future Wheels for All sessions and this consisted of **19** WFA courses
- **88** national, regional and local partners worked with Cycling Projects to support the delivery of our programmes and services. Partnerships included Activity Alliance, Midland Mencap, Leonard Cheshire (national), Autism Together, Wirral Evolutions, Special Olympics Great Britain, Forestry Commission, British Cycling, National Trust and Sustrans.

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**FINANCIAL REVIEW**

**Overview**

We had total income for the year of c£495k (2018 – c£487k) and expenditure of c£430k (2018 - c£411k). There was a deficit on unrestricted funds after transfers for the year of c£9k as against a surplus in the previous year of c£35k. Wheels for All has continued to be the dominate income stream.

**Risk management**

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

**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 secured funding 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.

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 training has become 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.

**Reserves**

As trustees we consider that the free reserves of the charity (unrestricted funds not invested in fixed assets or otherwise designated) should be in the region of 10% - 15% of annual income, which would give a target range based on 2018/19 income of between c£49k - c£74k. At the year end the free reserves were £46,073, just below the bottom end of the target range. We are committed to working to build our reserves to the desired level in the short term.

**Going concern**

Notwithstanding the slight shortfall in reserves, we do not believe that there are currently any concerns about the charity's ability to continue to operate.



**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**FUTURE PLANS**

In 2019 and beyond, we have been placing more emphasis on the maximising the usage at existing Wheels for All centres by ensuring that we can offer more sessions to more people. To do this we need to work with disability and support organisations who may want to take ownership of their local sessions for the people that they care for and support. In particular, we have established two long standing partnerships that will allow us to deliver more cycling activities to people with disabilities.

**Midland Mencap** – For a number of years Midland Mencap have been a key delivery partner by regularly participating in our Birmingham and West Midlands Wheels for All sessions. This led to a successful funding bid to Sport England to enable children and their families to access Wheels for All progressive sessions and positive cycle experiences in and around Sutton Coalfield through the Parkride programme. This is a four-year funding programme supported up to 2022, with the aim to jointly take Parkride to other regions of West Midlands and to take it as a product to other existing Wheels for All centres.

**Leonard Cheshire** – Through a successful joint project to establish Gloucester Wheels for All (now led by Leonard Cheshire staff) we have been able to realise the potential of “rolling out” a Wheels for All package to Leonard Cheshire homes and settings across England and Wales. The aim is to offer small Wheels for All taster events with training and educational support to Leonard Cheshire staff and carers which will allow them to have access to their local Wheels for All centres on a regular basis. Where there is currently no provision, then there is also the appetite to establish new Wheels for All centres in partnership with Leonard Cheshire. We look forward to properly establishing a more formal partnership in 2019 and beyond – once again bringing inclusive cycling to many more people across the country.

During 2018/19, we have continued to support the development of new Wheels for All centres either in response to local demand or through pro-active engagement with local authorities and other relevant stakeholders.

We are continuing to develop our training and exploring more be-spoke programmes to meet a wider range of participants' needs. This includes working closely with Activity Alliance, Mencap, Leonard Cheshire amongst many other partners. With each partner we have been able to bring the learning and insight and embed it into the cycle training package a different theme for training – ensuring that we have an educational package appropriate for the individual and support group. We have also continued to work with the governing body British Cycling to ensure good practice is delivered through the Wheels for All Leader training packages. This has become more apparent as we mutually support each other through the learning for their Para Cycling Hubs and “Pop up” cycle experiences. It is an aim of the charity to achieve quality standards such as club mark accreditation and achieve high quality delivery standards for community members within the programmes.

Cycling Projects has a core role to play in terms of defining core products and creating a strong identity in the market for inclusive cycle training. In 2019, we delivered 15 Wheels for All training courses delivering to a total 181 attendees. Attendees included parents, carers and cycling enthusiasts all willing to give their time to support Wheels for All sessions.

All participants are required to get involved with local Wheels for All delivery, which helps to provide a strong pool of potential volunteers for each centre to call upon.

Planning sessions with staff and trustees have taken place to deliver a more detailed strategic delivery plan (3-5 years) for implementation from April 2020. The more detailed strategic plan will ensure an important emphasis on the growth of the charity enabling the development of new projects across the country whilst at the same time ensuring that existing programmes can further develop and become sustainable.

The pace of development will be dependent on the charity's effectiveness in attracting new resources, in further developing its business model and in maintaining its existing funded programmes and contracts. The development of new and existing partnerships at a national, regional and local level will continue to be critical in supporting the charity to achieve its objectives. In addition, we will also be looking to ensure there is greater consistency of measurement in tracking participation rates across all our Wheels for All centres (at present only certain centres are mandated to collect data). More training and mentoring opportunities will also be offered across specific Wheels for All centres enabling more carers, and groups to get involved in regular Wheels for All delivery.

Wheels for All development in the years ahead will also consider the following areas of potential work:

- Performance management measurement
- Ongoing training development, mentoring, and volunteering packages
- Wheels for All centres of excellence across England
- Residential and short break provision
- Trail provision and sensory path innovation
- Fundraising and sponsorship opportunities

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**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.

**Appointment of 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.

**Trustee induction and training**

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.

**Organisation**

The board of trustees (7 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' Manager, Ian Tierney.

**Pay and remuneration for senior staff**

Cycling Projects has only one senior management role (Cycling Projects' Manager). The charity informally benchmarks with other charities and 3<sup>rd</sup> Sector organisations to review and agree any changes to the pay and remuneration for this senior management role.

**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.

**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:

- British Cycling
- Activity Alliance
- Midland Mencap
- Leonard Cheshire
- Steve Morgan Foundation
- Sport England
- Sustrans
- St. Johns Trust
- Will Houghton Foundation
- Prospects Foundation Hyndburn
- Merseytravel
- Marmot Tours
- Knowsley Public Health
- Salford Public Health
- East Lancashire Public Health]
- Disability Sport Wales
- Sport Wales
- National Trust

**CYCLING PROJECTS  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

**TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

**SMALL COMPANY PROVISIONS AND APPROVAL**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by the Board of Trustees and signed on its behalf by:

Nicholas Colledge - Director

Date: March 9 2020

**INDEPENDENT EXAMINERS' REPORT  
TO THE TRUSTEES OF CYCLING PROJECTS  
FOR THE YEAR ENDED SEPTEMBER 30 2019**

I report to the charity trustees on my examination of the accounts of the company for the year ended September 30 2019 which are set out on pages 11 to 24.

**Responsibilities and basis of report**

As the charity 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 company'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 the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of *Institute of Chartered Accountants in England and Wales* (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 that in any material respect:

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.

**Peter Smith BA FCA DChA**

For and on behalf of:  
Chittenden Horley Limited  
Chartered Accountants  
456 Chester Road  
Old Trafford  
Manchester M16 9HD

Date:



**CYCLING PROJECTS**  
**STATEMENT OF FINANCIAL ACTIVITIES (including the income and expenditure account)**  
**FOR THE YEAR ENDED SEPTEMBER 30 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
<b>Incoming resources from generated funds:</b>					
Donations	2	29,983	24,557	<b>54,540</b>	46,951
Charitable activities	3	260,136	179,864	<b>440,000</b>	437,627
Investment income - bank interest		312	-	<b>312</b>	93
Other income - disposal of fixed assets			-	-	1,702
<b>TOTAL INCOME</b>		<b>290,431</b>	<b>204,421</b>	<b>494,852</b>	<b>486,373</b>
<b>EXPENDITURE</b>					
<b>Costs of raising funds</b>	4	16,336	-	<b>16,336</b>	14,419
<b>Expenditure on charitable activities</b>	5	282,790	130,842	<b>413,632</b>	396,518
<b>TOTAL EXPENDITURE</b>		<b>299,126</b>	<b>130,842</b>	<b>429,968</b>	<b>410,937</b>
<b>NET INCOME/(EXPENDITURE)</b>					
<b>BEFORE TRANSFERS</b>	8	(8,695)	73,579	<b>64,884</b>	75,436
Transfers between funds		-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(8,695)</b>	<b>73,579</b>	<b>64,884</b>	<b>75,436</b>
<b>FUND BALANCES</b>					
<b>TOTALS BROUGHT FORWARD</b>	13	<b>227,425</b>	<b>97,776</b>	<b>325,201</b>	<b>249,765</b>
<b>TOTALS CARRIED FORWARD</b>	13	<b>218,730</b>	<b>171,355</b>	<b>390,085</b>	<b>325,201</b>

The notes on pages 14 to 24 form part of these financial statements.

**CYCLING PROJECTS  
BALANCE SHEET  
AS AT SEPTEMBER 30 2019**

	Notes	2019 £	2019 £	2018 £	2018 £
<b>FIXED ASSETS</b>					
Tangible Assets	9		182,516		182,089
<b>CURRENT ASSETS</b>					
Stock		18,086		22,714	
Debtors	10	109,627		132,978	
Cash at Bank and in Hand		<u>168,084</u>		<u>117,328</u>	
		295,797		273,020	
<b>CREDITORS</b>					
Amounts falling due in one year	11	<u>88,228</u>		<u>129,343</u>	
<b>NET CURRENT ASSETS</b>			<u>207,569</u>		<u>143,677</u>
<b>NET ASSETS</b>			<b>390,085</b>		325,766
<b>CREDITORS</b>					
amounts falling due in more than on year	12		-		565
<b>TOTAL NET ASSETS</b>			<u><u>390,085</u></u>		<u><u>325,201</u></u>
<b>FUNDS</b>					
Unrestricted					
General fund	13		218,730		227,425
Restricted	13		<u>171,355</u>		<u>97,776</u>
<b>TOTAL FUNDS</b>			<u><u>390,085</u></u>		<u><u>325,201</u></u>

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

For the year ending September 30 2019, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies and no notice has been deposited under section 476 requiring the company to obtain an audit of its accounts for the year in question.

**Directors' responsibilities**

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The notes on pages 14 to 24 form part of these financial statements.

**Approved by the Board and authorised for issue on:** March 9 2020

**And signed on their behalf by:**

**Nicholas Colledge - Director**

Company registration number 2618968

**CYCLING PROJECTS  
STATEMENT OF CASH FLOWS  
AS AT SEPTEMBER 30 2019**

	notes	2019 £	2018 £
<b>Cash used in operating activities</b>	15	<u>63,366</u>	<u>43,672</u>
<b>Cashflows from investing activities</b>			
Interest and dividends		312	93
Purchase of tangible fixed assets		(11,918)	(12,301)
Proceeds of sale of fixed assets		-	326
<b>Cash provided by/(used in) investing activities</b>		<u>(11,606)</u>	<u>(11,882)</u>
<b>Cashflows from financing activities</b>			
Proceeds from new borrowings - finance lease		-	-
Repayment of borrowing		(1,004)	(838)
<b>Cash used in financing activities</b>		<u>(1,004)</u>	<u>(838)</u>
<b>Increase/(decrease) in cash &amp; cash equivalents in the year</b>		<b>50,756</b>	<b>30,952</b>
<b>Cash and cash equivalents brought forward</b>		<b>117,328</b>	<b>86,376</b>
<b>Cash and cash equivalents carried forward</b>		<u><u>168,084</u></u>	<u><u>117,328</u></u>
<b>Cash and cash equivalents consist of:</b>			
Cash at bank and in hand		168,084	117,328
		<u><u>168,084</u></u>	<u><u>117,328</u></u>

The notes on pages 14 to 24 form part of these financial statements.

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**1 ACCOUNTING POLICIES**

**Basis of preparation**

The financial statements have been prepared: under the historic cost convention; in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on July 16 2014; FRS102; and the Companies Act 2006. The charity constitutes a public benefit entity as defined by FRS102.

The accounts are prepared in £ sterling the operational currency of the charity.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances

**Income recognition**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. The following applies to particular types of income:

**Grants**, whether of a capital or revenue nature, are recognised when the charity has entitlement to the funds, any performance conditions have been met and it is probable that the income will be received.

**Donations** from individuals and other bodies (not being of the nature of a grant) are recognised when receivable.

**Earned income** is measured at the fair value of the consideration received or receivable for services and goods supplied, net of discounts and VAT.

**Deferred income**

Income is only deferred and included in creditors when:

- The income relates to a future accounting period
- A sales invoice has been raised ahead of the work being carried out and there is no contractual entitlement to the income until the work has been done
- Not all the terms and conditions of the grant have been met, including the incurring of expenditure and the grant conditions are such that unspent grant must be refunded

**Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Costs of raising funds                      including those associated with fundraising activities, managing investments and commercial trading by the subsidiary company.

Charitable activities                      costs of undertaking the work of the charity.

The charity is registered for VAT and is able to recover some of the input tax charged as it relates to VATable supplies. Costs are stated net of VAT were charged and irrecoverable VAT is included as a separate charge either within direct costs or support costs as appropriate.

**Allocation of support costs**

Support costs are those functions which assist the work of the charity either by supporting the delivery of charitable activities or by supporting the generation of funds. They include staff costs, property costs, insurance, back office functions, depreciation and professional fees. The basis of allocations is set out in note 6.

**Pension contributions**

The charity operates a defined contribution pension scheme for its employees, agreeing the contribution rates with each individual. The contributions are paid to a third party who invests the contributions in a money purchase plan. Contributions are charged to the SoFA as they become payable.



**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**1 ACCOUNTING POLICIES (continued)**

**Tangible fixed assets and depreciation**

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

**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.

**Debtors**

Trade and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

**Cash at bank and in hand**

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

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

**Financial instruments**

The charity has only basic financial instruments which are initially recorded at cost, subsequently measured at their settlement value.

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

	2019			2018		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b>2 DONATIONS</b>						
<b>Donations</b>						
General donations	10,285	-	<b>10,285</b>	5,811	-	<b>5,811</b>
Volunteer co-ordinator		5,000	<b>5,000</b>	-	-	-
Marmot Tours Ltd	3,800	-	<b>3,800</b>	-	-	-
Wheels for All	-	3,262	<b>3,262</b>	-	6,260	<b>6,260</b>
Surrey WFA	-	1,680	<b>1,680</b>	-	7,082	<b>7,082</b>
Marlow WFA	-	14,615	<b>14,615</b>	-	9,914	<b>9,914</b>
Adapted cycles:						
Donated and reclaimed from projects	15,898	-	<b>15,898</b>	17,884	-	<b>17,884</b>
	<u>29,983</u>	<u>24,557</u>	<u><b>54,540</b></u>	<u>23,695</u>	<u>23,256</u>	<u><b>46,951</b></u>
<b>3 INCOME FROM CHARITABLE ACTIVITIES</b>						
Mainstream cycling	2,252	-	<b>2,252</b>	13,185	-	<b>13,185</b>
Wheels for All	181,542	152,204	<b>333,746</b>	180,467	115,206	<b>295,673</b>
Health on Wheels	76,342	27,660	<b>104,002</b>	114,019	14,750	<b>128,769</b>
	<u>260,136</u>	<u>179,864</u>	<u><b>440,000</b></u>	<u>307,671</u>	<u>129,956</u>	<u><b>437,627</b></u>
Income is analysed as follows:						
<b>Mainstream cycling</b>						
Fees and other income	2,252	-	<b>2,252</b>	13,185	-	<b>13,185</b>
	<u>2,252</u>	<u>-</u>	<u><b>2,252</b></u>	<u>13,185</u>	<u>-</u>	<u><b>13,185</b></u>
<b>Wheels for All</b>						
<b>Grants</b>						
Surrey AHDC	-	23,700	<b>23,700</b>	-	23,833	<b>23,833</b>
St Johns Foundation re Bath	-	21,810	<b>21,810</b>	-	20,617	<b>20,617</b>
South Lakes District National Park:						
South Lakeland Leisure	-	-	-	-	12,369	<b>12,369</b>
South Lakeland District Council	-	10,000	<b>10,000</b>	-	-	-
Frieda Scott Charitable Trust	-	-	-	-	15,000	<b>15,000</b>
Steve Morgan Foundation	-	24,437	<b>24,437</b>	-	16,314	<b>16,314</b>
Sport England - volunteer coordinator	-	29,197	<b>29,197</b>	-	18,639	<b>18,639</b>
Copeland District Council	-	33,650	<b>33,650</b>	-	-	-
Cheshire Community Fund	-	-	-	-	4,840	<b>4,840</b>
CCF - Warrington PA Dementia	-	9,410	<b>9,410</b>	-	-	-
Will Haughton Foundation	-	-	-	-	3,594	<b>3,594</b>
	-	<u>152,204</u>	<u><b>152,204</b></u>	-	<u>115,206</u>	<u><b>115,206</b></u>
<b>Earned income</b>						
Fees & events	175,888	-	<b>175,888</b>	164,524	-	<b>164,524</b>
Short breaks for Children	5,590	-	<b>5,590</b>	15,851	-	<b>15,851</b>
Membership	64	-	<b>64</b>	92	-	<b>92</b>
	<u>181,542</u>	<u>-</u>	<u><b>181,542</b></u>	<u>180,467</u>	<u>-</u>	<u><b>180,467</b></u>
<b>Total Wheels for All</b>	<u><b>181,542</b></u>	<u><b>152,204</b></u>	<u><b>333,746</b></u>	<u>180,467</u>	<u>115,206</u>	<u><b>295,673</b></u>

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**3 INCOME FROM CHARITABLE ACTIVITIES (continued)**

	2019			2018		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b>Health on Wheels</b>						
<b>Grants</b>						
Hyndburn Windfall Fund re pedal away	-	7,807	<b>7,807</b>	-	-	-
ACRE re Lace UP		9,105	<b>9,105</b>	-	-	-
Salford Pedal Away:						
Salford City Council	-	8,000	<b>8,000</b>	-	-	-
Salford CVS	-	-	-	-	14,750	<b>14,750</b>
Hamilton Davies Trust	-	1,000	<b>1,000</b>	-	-	-
Cycling UK	-	998	<b>998</b>	-	-	-
Other	-	750	<b>750</b>	-	-	-
	-	27,660	<b>27,660</b>	-	14,750	<b>14,750</b>
<b>Earned income</b>						
Fees and training events	76,342	-	<b>76,342</b>	114,019	-	<b>114,019</b>
	76,342	27,660	<b>104,002</b>	114,019	14,750	<b>128,769</b>

**4 COSTS OF RAISING FUNDS**

Direct costs	-	-	-	-	-	-
Salary costs	11,986	-	<b>11,986</b>	10,518	-	<b>10,518</b>
Support costs	4,350	-	<b>4,350</b>	3,901	-	<b>3,901</b>
	16,336	-	<b>16,336</b>	14,419	-	<b>14,419</b>

**5 CHARITABLE EXPENDITURE**

Mainstream cycling	8,318	-	<b>8,318</b>	8,033	-	<b>8,033</b>
Wheels for All	189,932	112,861	<b>302,793</b>	169,806	111,676	<b>281,482</b>
Health on Wheels	86,968	15,553	<b>102,521</b>	106,753	250	<b>107,003</b>
Depreciation charged to restricted funds	(2,428)	2,428	-	(2,428)	2,428	-
	282,790	130,842	<b>413,632</b>	282,164	114,354	<b>396,518</b>

Expenditure is analysed as follows:

	Direct Costs	Direct Staff costs	Support Costs	Total
	£	£	£	£
<b>2018/19</b>				
Mainstream cycling	2,326	4,794	1,198	<b>8,318</b>
Wheels for All	100,872	160,612	41,309	<b>302,793</b>
Health on Wheels	25,588	62,327	14,606	<b>102,521</b>
	128,786	227,733	57,113	<b>413,632</b>
<b>2017/18</b>				
Mainstream cycling	2,777	4,207	1,049	<b>8,033</b>
Wheels for All	101,354	136,728	43,400	<b>281,482</b>
Health on Wheels	34,710	58,898	13,395	<b>107,003</b>
	138,841	199,833	57,844	<b>396,518</b>

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**6 SUPPORT & GOVERNANCE COSTS**

		<b>Mainstream</b>	<b>Wheels</b>	<b>Health on</b>	<b>Total</b>
	<b>Fundraising</b>	<b>Cycling</b>	<b>for All</b>	<b>Wheels</b>	<b>2019</b>
<b>2018/19</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Support costs</b>					
Staff costs	1,155	462	14,318	6,004	<b>21,939</b>
Property costs	975	195	6,339	2,243	<b>9,752</b>
Insurance	679	136	4,411	1,561	<b>6,787</b>
Office, equipment and IT	1,541	343	10,961	3,425	<b>16,270</b>
Depreciation	-	-	580	31	<b>611</b>
	<b>4,350</b>	<b>1,136</b>	<b>36,609</b>	<b>13,264</b>	<b>55,359</b>
<b>Governance costs</b>					
Staff costs	-	12	889	254	<b>1,155</b>
Professional fees	-	41	3,152	900	<b>4,093</b>
Office, equipment and IT	-	9	659	188	<b>856</b>
	-	62	4,700	1,342	<b>6,104</b>
	<b>4,350</b>	<b>1,198</b>	<b>41,309</b>	<b>14,606</b>	<b>61,463</b>
<b>2017/18</b>					
	<b>Fundraising</b>	<b>Mainstream</b>	<b>Wheels</b>	<b>Health on</b>	<b>Total</b>
	<b>£</b>	<b>Cycling</b>	<b>for All</b>	<b>Wheels</b>	<b>2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Support costs</b>					
Staff costs	1,033	413	12,598	5,576	19,620
Property costs	1,123	225	7,302	2,584	11,234
Insurance	695	139	4,520	1,599	6,953
Office, equipment and IT	1,050	233	7,465	2,333	11,081
Depreciation	-	-	8,519	448	8,967
	<b>3,901</b>	<b>1,010</b>	<b>40,404</b>	<b>12,540</b>	<b>57,855</b>
<b>Governance costs</b>					
Staff costs	-	10	796	227	1,033
Professional fees	-	23	1,751	500	2,274
Office, equipment and IT	-	6	449	128	583
	-	39	2,996	855	3,890
	<b>3,901</b>	<b>1,049</b>	<b>43,400</b>	<b>13,395</b>	<b>61,745</b>

Support costs are allocated on the basis of the use of resources based on the allocation of staff time.

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

<b>7 STAFF INFORMATION</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>a Employees</b>		
Salaries and wages	251,805	222,099
Pension contributions - defined contribution	2,304	1,254
Employer's NI contributions	8,704	7,650
	<u>262,813</u>	<u>231,003</u>

No employees earned more than £60,000 p.a. in either year.

**b Key management personnel**

The key management of the charity comprise the trustees and other key management personnel as set out on page 1.

The trustees do not receive any remuneration for their services.

The total employee benefits of other key management were as follows:

<b>£</b>	<b>£</b>
<u>141,905</u>	<u>131,222</u>

**c Average staff numbers**

The average number of employees was as follows:-

	<b>2019</b>	<b>2019</b>	<b>2018</b>	<b>2018</b>
	<b>FTE</b>	<b>Total</b>	<b>FTE</b>	<b>Total</b>
	<b>number</b>	<b>number</b>	<b>number</b>	<b>number</b>
Core	5	7	7	11
Other and sessional	6	23	5	22
	<u>11</u>	<u>30</u>	<u>12</u>	<u>33</u>

**8 NET INCOME/(EXPENDITURE) BEFORE TRANSFERS**

This is stated after charging/(crediting):

	<b>£</b>	<b>£</b>
Independent examiners & accountants fees:		
Examination	1,050	1,000
Accountancy fees	2,150	1,274
Other services	-	-
(Over)/under accrued prior year	339	-
Operating lease rentals	13,274	10,871
Depreciation of fixed assets held on finance leases	399	399
Depreciation of other fixed assets	11,092	8,243
Trustees remuneration	-	-
Trustees expenses	<u>964</u>	<u>1,204</u>
	<b>Number</b>	<b>Number</b>
Trustees claiming expenses	<u>3</u>	<u>4</u>

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**9 TANGIBLE FIXED ASSETS**

	<b>WFA</b>				
	<b>Adapted</b>	<b>Other</b>	<b>Small</b>	<b>Office</b>	<b>Total</b>
	<b>Cycles</b>	<b>Cycles</b>	<b>Equipment</b>	<b>Equipment</b>	<b></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost or valuation</b>					
As at October 1 2018	269,990	4,386	2,050	16,833	293,259
Additions	11,918	-	-	-	11,918
Adjustments to disposals earlier period		-	-	-	-
As at September 30 2019	<u>281,908</u>	<u>4,386</u>	<u>2,050</u>	<u>16,833</u>	<u>305,177</u>
<b>Depreciation</b>					
As at October 1 2018	89,721	4,386	975	16,088	111,170
Charge for the year	10,880	-	-	611	11,491
Adjustments to disposals earlier period		-	-	-	-
As at September 30 2019	<u>100,601</u>	<u>4,386</u>	<u>975</u>	<u>16,699</u>	<u>122,661</u>
<b>Net Book Value</b>					
As at September 30 2019	<u><b>181,307</b></u>	<u><b>-</b></u>	<u><b>1,075</b></u>	<u><b>134</b></u>	<u><b>182,516</b></u>
As at September 30 2018	<u>180,269</u>	-	1,075	745	182,089

Included within office equipment are assets held on finance leases with a net book value of £598 (2018 - £997).

**10 DEBTORS**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Fees & grants receivable	<b>107,166</b>	128,906
Prepayments & other debtors	<b>2,461</b>	4,072
	<u><b>109,627</b></u>	<u>132,978</u>

**11 CREDITORS falling due within one year**

Trade creditors	<b>23,394</b>	25,853
Finance lease creditor	<b>566</b>	1,005
Social security and other taxes	<b>20,200</b>	33,071
Income in advance	<b>29,479</b>	57,773
Other creditors	<b>516</b>	353
Accruals	<b>14,073</b>	11,288
	<u><b>88,228</b></u>	<u>129,343</u>

**12 CREDITORS falling due in more than one year**

Finance lease creditor	-	565
	<u>-</u>	<u>565</u>

**CYCLING PROJECTS  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**13 STATEMENT OF FUNDS**

	2017/18				b/f and c/f 30/09/2018 01/10/2018 £	2018/19			
	01/10/2017 £	Income £	Expenditure £	transfers £		Income £	Expenditure £	transfers £	30/09/2018 £
<b>Unrestricted funds:</b>									
General fund	190,847	333,161	(296,583)	-	227,425	(299,126)	(3,800)	214,930	
Baines WFA	-	-	-	-	-	-	3,800	3,800	
<b>Total unrestricted funds</b>	<b>190,847</b>	<b>333,161</b>	<b>(296,583)</b>	<b>-</b>	<b>227,425</b>	<b>(299,126)</b>	<b>-</b>	<b>218,730</b>	
<b>Restricted Funds:</b>									
Wheels for All	40,403	138,462	(111,676)	-	67,189	(112,861)	-	131,089	
Health on Wheels	-	14,750	(250)	-	14,500	(15,553)	-	26,607	
Capital grants expended	18,515	-	(2,428)	-	16,087	(2,428)	-	13,659	
<b>Total restricted funds</b>	<b>58,918</b>	<b>153,212</b>	<b>(114,354)</b>	<b>-</b>	<b>97,776</b>	<b>(130,842)</b>	<b>-</b>	<b>171,355</b>	
	<b>249,765</b>	<b>486,373</b>	<b>(410,937)</b>	<b>-</b>	<b>325,201</b>	<b>(429,968)</b>	<b>-</b>	<b>390,085</b>	

**CYCLING PROJECTS  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**13 STATEMENT OF FUNDS (continued)**

	2017/18				2018/19			
	01/10/2017	Income	Expenditure	transfers	Income	Expenditure	transfers	30/09/2018
	£	£	£	£	£	£	£	£
<b>Wheels for All</b>								
Donation - volunteer co-ordinator	-	-	-	-	5,000	(5,000)	-	-
Donation - Surrey WFA	10,484	7,082	(3,725)	-	1,680	(1,680)	-	13,841
Donation - Marlow WFA	6,000	9,914	(10,064)	-	14,615	(6,648)	-	13,817
Donations - for WFA	1,714	6,260	(7,424)	-	3,262	(3,812)	-	-
Surrey AHDC	-	23,833	(23,833)	-	23,700	(5,592)	-	18,108
St Johns Foundation - Bath	12,157	20,617	(22,774)	-	21,810	(13,157)	-	18,653
South Lakes District National Park	-	27,369	(6,869)	-	10,000	(13,908)	-	16,592
Steve Morgan Foundation	-	16,314	(16,314)	-	24,437	(20,917)	-	3,520
Sport England - volunteer coordinator	-	18,639	(18,639)	-	29,197	(29,178)	-	19
Copeland WFA	-	-	-	-	33,650	(4,722)	-	28,928
Cheshire Community Fund	-	4,840	(440)	-	-	(4,400)	-	-
CCF - Warrington PA Dementia	-	-	-	-	9,410	(1,847)	-	7,563
Will Haughton Foundation	-	3,594	(1,594)	-	-	(2,000)	-	-
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
	40,403	138,462	(111,676)	-	176,761	(112,861)	-	131,089
<b>Health on Wheels</b>								
Hyndburn Pedal Away	-	-	-	-	7,807	(479)	-	7,328
ACRE - Lace Up	-	-	-	-	9,105	(1,200)	-	7,905
Salford Pedal Away	-	14,750	(250)	-	10,748	(13,874)	-	11,374
	-	14,750	(250)	-	27,660	(15,553)	-	26,607



**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**14 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**Company fund balances at September 30 2019**

are represented by:-

	Unrestricted			Total
	General	Designated	Restricted	
	Funds	Funds	Funds	
	£	£	£	£
Tangible fixed assets	168,857	-	13,659	<b>182,516</b>
Net current assets	46,073	3,800	157,696	<b>207,569</b>
Creditors falling due in more than on year	-	-	-	-
	<u>214,930</u>	<u>3,800</u>	<u>171,355</u>	<u><b>390,085</b></u>

**Free Reserves:**

Net current assets

46,073

**Company fund balances at September 30 2018**

are represented by:-

	Unrestricted	Restricted	Total
	Funds	Funds	
	£	£	£
Tangible fixed assets	166,002	16,087	182,089
Net current assets	61,988	81,689	143,677
Creditors falling due in more than on year	(565)	-	(565)
	<u>227,425</u>	<u>97,776</u>	<u>325,201</u>

**15 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES**

	2019	2018
	£	£
Net income/(expenditure)	<b>64,884</b>	75,436
Add back depreciation	<b>11,491</b>	8,642
Less profit on disposal of fixed assets	-	(1,702)
Deduct interest income shown in investing activities	<b>(312)</b>	(93)
Decrease/(increase) in stocks	<b>4,628</b>	(21,214)
Decrease/(increase) in debtors	<b>23,351</b>	(54,000)
Increase/(decrease) in creditors	<b>(40,676)</b>	36,603
<b>Net cash generated from/(used in) operating activities</b>	<u><b>63,366</b></u>	<u>43,672</u>

**16 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.

**17 TAXATION**

The company is a registered charity and is entitled to claim annual exemption from UK corporation tax under sections 466 to 477 of the Corporation Tax Act 2010.

**CYCLING PROJECTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30 2019**

**18 FINANCIAL INSTRUMENTS**

The carrying amounts for each category of financial instrument is as follows:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Financial assets</b>		
that are debt instruments measured at amortised cost	<u><b>277,711</b></u>	<u><b>250,306</b></u>
<b>Financial liabilities</b>		
measured at amortised cost	<u><b>88,228</b></u>	<u><b>129,343</b></u>

Financial assets measured at amortised cost comprise: cash at bank and in hand; trade debtors; income receivable; and prepayments.

Financial liabilities measured at amortised cost comprise: other taxes and social security; accruals; and income and grants in advance.

**19 CAPITAL COMMITMENTS**

The company had no capital commitments at the year end (2018 - none).

**20 LEASE COMMITMENTS**

**a Finance lease payments**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
The total future minimum lease payments under finance lease contracts are as follows:		
Due within one year	<b>590</b>	<b>1,179</b>
Due between 2 and 5 years	<u><b>-</b></u>	<u><b>590</b></u>
	<b>590</b>	<b>1,769</b>
Less future finance charges	<u><b>(24)</b></u>	<u><b>(199)</b></u>
Present value of minimum lease payments in respect of office equipment	<u><b>566</b></u>	<u><b>1,570</b></u>

**b Operating leases**

The company had no commitments under non-cancellable operating leases at the year end: