

Capital of Cycling

Charity number 1179161

Annual Report and Financial Statements for the year ended 31 July 2025



Capital of Cycling

Annual Report and Financial Statements for the year ended 31 July 2025

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Prepared by West Yorkshire Community Accountancy Service CIO

Capital of Cycling

Trustees' report for the year ended 31 July 2025

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Dr Adam Tasker	Chair	
Lynette Evans		
Imran Hussain		
Jaesha Ali		Appointed 1 October 2024

Charity number	1179161	Registered in England and Wales
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Registered and principal address	Bankers
9 Chatham Street	Yorkshire Bank plc
Bradford	14 Broadway
BD3 0JG	Bradford BD1 1EZ

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 11 July 2018.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by a resolution at a properly convened meeting of the charity's trustees.

Capital of Cycling

Trustees' report (continued) for the year ended 31 July 2025

Objectives and activities

The charity's objects

To promote community participation in healthy recreation for the benefit of the public by the provision of cycling activities and facilities.

To advance amateur sport for the public benefit by providing facilities and support for cycling such as through cycling training and cycle maintenance to make bicycles safe to ride.

To develop the capacity and skills of the members of the socially and economically disadvantaged community of Bradford in such a way that they are better able to identify and help meet their needs, and to participate more fully in society, through group activities, volunteering and training in cycling and cycle maintenance.

To promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting cycling and active travel activities and infrastructure as alternatives to fossil fuel-based modes.

The charity's main activities

We provide a range of services to the public in the hope of encouraging cycling activity for wellbeing and to meet social needs such as alleviating transport poverty.

We run learn to ride sessions and support a range of other organisations in helping people cycle including disability cycling, youth groups and recovery groups.

We run a community-cycling hub which contains fleets of bikes, houses a workshop, bike recycling project and hosts events and engagement projects.

Public benefit statement

The trustees continuously review the activities of Capital of Cycling against its charitable objectives. The Board is satisfied that all activities are related to these objectives. No specific issues to the detriment of these objectives have been identified.

The trustees have referred to the guidance provided by the Charity Commission for England and Wales. This guidance explains how a charity should demonstrate a link between its charitable aims and the benefits it provides to the public. The trustees have considered this guidance when discussing the development of future plans.

The Board can demonstrate that promoting cycling for individuals, groups and communities contributes to the conservation and protection of the environment, the health and safety of the public, community participation in healthy recreation and amateur sports and social welfare. It provides a programme of education to support these activities.

Through a range of public engagement activities and services Capital of Cycling develops the capacity and skills of the members of the socially and economically disadvantaged community of Bradford in such a way that they are better able to identify and help meet their needs, and to participate more fully in society, through group activities, volunteering and training in cycling and cycle maintenance.

Achievements and performance

During the year, Capital of Cycling has delivered a wide range of funded projects and community initiatives, many of which were completed within the financial year. These programmes have supported thousands of residents across Bradford District, improving access to cycling, building community capacity and contributing to wider goals of health, inclusion, and sustainability.

Capital of Cycling

Trustees' report (continued) for the year ended 31 July 2025

Achievements and performance continued

Grant Funded Projects

Active Travel Training (ACTIVE T, £10,000)

- Funded by the Active Travel Social Prescribing Team, this project provided community mechanic services to support local active travel initiatives. Beneficiaries included Keighley Youth Focus, Bradford Moor PASS, and West Bowling Advice Centre, who received staff support, volunteer training and resources to sustain their cycling activities.

Big Bike Revival 2024 (BBR 24)

- Delivered 10 public engagement events in community settings, offering free bike repairs, family rides and encouragement activities. These events reached hundreds of residents, helping families to access affordable, sustainable transport.

Big Bike Revival 2025 (BBR 25)

- Extended the above model with additional outputs, including the production of a Bradford District Cycling Directory and significant support for a mass ride event at Lister Park, co organised with Bradford Council.

Climate K (CLIMATE K)

- Supported by the Mayor's Climate Grant (Keighley Area Office), this project developed a network of community organisations and venues in Keighley with capacity for active travel. Activities included identifying ride routes, creating bike storage and workshop spaces, and linking with the Active Travel Social Prescribing team and WYCA's cycle training programme to create transition pathways.

Culture – On Yer Bike (CULTURE)

- As part of Bradford 2025 City of Culture, and supported by GiveBradford, we worked with creative producers HATCH to deliver On Yer Bike. This project celebrated Bradford's diverse cycling cultures through exhibitions at Lister Park's Beacon venue and creative workshops in textiles, sound and design. It highlighted cycling as both cultural expression and community connection, engaging residents of all ages and backgrounds.

InCommunities Grant (INCOMM25)

- A small but valuable grant that supported our role within a network of community centres, enabling us to contribute to wider community benefit activities.

Keighley Active Travel Hub (K HUB, £50,000)

- Launched in January 2025 following staff recruitment in December 2024, this project established Keighley Active Travel Services (KATS). In partnership with Keighley Youth Focus, Bradford Council's Active Travel Social Prescribing Team, and others, KATS delivered cycle training, confidence building sessions and maintenance support. The project promotes everyday cycling and walking as accessible, sustainable choices, improving wellbeing and reducing car dependency.

Reaching Communities (REACH COMMS)

- Our five year National Lottery Community Fund programme concluded in March 2025. Over its duration, it supported more than 15 community venues, delivered thousands of participations in lessons, rides, maintenance training and enabled the creation of sustainable hubs such as Shipley Active Travel Hub, West Bowling Advice Centre, Buttershaw and Bradford Moor PASS. It strengthened grassroots organisations through equipment, training and funding, embedding cycling as a tool for health, inclusion and regeneration. The project leaves a strong legacy of community owned hubs, trained volunteers and new partnerships.

Shipley Active Travel Hub (SHIPLEY HUB)

- The funded phase concluded during the year, having successfully established a thriving community resource in partnership with UpCycle (formerly Margaret Carey Foundation). The Hub created a public workshop, bike recycling and loan schemes, adult training and community rides. Although the grant ended, the Hub continues as an independent partnership, with Capital of Cycling still contributing coordination, training and resources. We also continue to fund a part time hub manager from unrestricted income.

Capital of Cycling

Trustees' report (continued) for the year ended 31 July 2025

Achievements and performance continued

Sport England – “I Can’t Believe It’s Buttershaw” (SPORTS ENG2)

- In partnership with Sandale Development Trust and Buttershaw Youth Centre, this project delivered inclusive cycling in one of Bradford’s most disadvantaged neighbourhoods. Over 60 bikes were distributed through “Bike to the Future” sessions, and youth led maintenance and ride clubs were established. Participants included refugees, British Asian families and members of the Traveller community. Activities combined practical cycling with creative engagement such as art and film making. The project has now evolved into Bike Life Buttershaw, a sustainable youth led club with pathways into ride leadership and mechanics training.

Warm Spaces (WARM SPACES)

- Enabled us to open our building as a welcoming place during the colder months, offering warmth, refreshments, and social connection. Weekly community rides from Rawson Road and access to bikes were also provided, supporting residents affected by the cost of living crisis while linking them into wider active travel activities.

Other Achievements

- **Refugee and asylum seeker support** – Continued “Earn a Bike” and bike gifting programmes, providing refurbished bikes and maintenance skills in partnership with BIASAN and other groups.
- **Volunteer development** – Trained 15 new volunteers at Bradford Moor PASS, supported youth mechanics training at the Sangat Centre in Keighley and enabled volunteers to lead their own bike kitchens and rides.
- **Family cycling and community rides** – Organised Play Streets, decorated bike parades and family cycling days across the district, often in partnership with local centres.
- **Advocacy and systemic impact** – Contributed to Bradford Council’s Climate Action Plan, supported the development of multiple Active Travel Hubs and prepared a district wide cycling programme for Bradford 2025.
- **Self generated income and sustainability** – Approximately one third of income now comes from training services, tenders, and contracts, strengthening financial resilience. Governance, payroll and staff training systems have been further professionalised.

Impact and Wider Benefits

Across all these activities, Capital of Cycling has:

- Enabled thousands of residents to access affordable, sustainable transport.
- Improved health and wellbeing through active travel.
- Built community capacity by training volunteers and supporting grassroots organisations
- Promoted inclusion by engaging women, young people, refugees and disadvantaged communities.
- Contributed to environmental goals by reducing reliance on cars and embedding cycling in local climate strategies.

Taken together, these achievements demonstrate the charity’s growing role as a catalyst for healthier, greener and more connected communities across Bradford District.

Financial review

The net payments for the year were £25,740, including net payments of £21,308 on unrestricted funds and net payments of £4,432 on restricted funds.

Capital of Cycling

Trustees' report (continued) for the year ended 31 July 2025

Reserves policy

The charity's free reserves, at the year end were £138,209.

The trustees aim to maintain free reserves in unrestricted funds at a level equivalent to approximately six months of charitable expenditure, with a minimum threshold of three months. This level is considered sufficient to ensure that the charity can continue to meet its core commitments, cover governance and support costs, and respond flexibly to opportunities or risks.

During the year, the charity has begun to make use of reserves following the conclusion of the Reaching Communities grant. Nevertheless, reserves remain at a high level, which the trustees consider both prudent and necessary. This position provides stability during a period of transition, enabling the organisation to sustain delivery while diversifying income through commissioned services, particularly cycle and maintenance training under ongoing agreements with the West Yorkshire Combined Authority.

The trustees also note that venue insecurity remains a significant factor, as the current central hub is scheduled for demolition by Bradford Council. A major outlay may therefore be required in the near future, either for new rental commitments or as a deposit and associated costs for the purchase of permanent premises. Maintaining reserves above the six months reserves target is therefore justified to safeguard the charity's operational continuity and to support strategic investment in long-term accommodation.

This policy will be reviewed in 2025/2026 in light of updated financial forecasts, the outcome of venue planning and the impact of increased staffing costs arising from expanded roles and hours.

Approved by the board of trustees on

Signed: (Trustee)

Name:

Capital of Cycling

Independent examiner's report to the trustees of Capital of Cycling

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 July 2025, which are set out on pages 8 to 12.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

Signed:

Name: Rhys North ACA

Date:

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Capital of Cycling

Receipts and payments account

for the year ended 31 July 2025

	Notes	2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Receipts					
Grants and donations	(2)	74	109,823	109,897	155,624
Sales and fees		410	-	410	3,698
Bank interest		2,680	-	2,680	5,003
Other income		46	-	46	33
Training income		68,240	-	68,240	63,656
Total receipts		<u>71,450</u>	<u>109,823</u>	<u>181,273</u>	<u>228,014</u>
Payments					
Salaries and NI		82,315	71,113	153,428	137,731
Payroll charges		1,225	-	1,225	1,229
Teachers and trainers		8,885	11,507	20,392	8,409
Utilities		-	1,706	1,706	1,692
Repairs and maintenance		-	427	427	419
Phone and internet		-	496	496	505
Stationery and office consumables		-	798	798	1,696
Insurance		-	341	341	2,321
Bike repair costs		-	10,843	10,843	3,129
Refreshments		138	788	926	804
Independent examination		-	1,122	1,122	936
Advertising		72	2,607	2,679	150
Storage containers		-	3,000	3,000	6,064
Volunteer and staff expenses		13	1,259	1,272	894
Bike purchases		-	2,116	2,116	4,230
Legal and professional fees		-	5,037	5,037	-
Room rental		110	1,095	1,205	-
Total payments		<u>92,758</u>	<u>114,255</u>	<u>207,013</u>	<u>170,209</u>
Net receipts / (payments)		<u>(21,308)</u>	<u>(4,432)</u>	<u>(25,740)</u>	<u>57,805</u>
Fund balances brought forward		<u>159,517</u>	<u>46,777</u>	<u>206,294</u>	<u>148,489</u>
Fund balances carried forward	(3)	<u>138,209</u>	<u>42,345</u>	<u>180,554</u>	<u>206,294</u>

Capital of Cycling
Statement of assets and liabilities
as at 31 July 2025

	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	136,292	42,345	178,637	206,256
Funds held at Bradford CPA	1,917	-	1,917	38
Total cash funds	<u>138,209</u>	<u>42,345</u>	<u>180,554</u>	<u>206,294</u>

Debtors and prepayments

	2025
	£
Debtors	5,805
	<u>5,805</u>

Assets retained for the charity's own use

Electric bikes
Electric cargo bikes
Hybrid bikes

Liabilities

	2025
	£
Creditors	920
Accruals	1,194
	<u>2,114</u>

The financial statements were approved by the board of trustees on

Signed: (Trustee)

Name:

Capital of Cycling

Notes to the accounts

for the year ended 31 July 2025

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Capital of Cycling

Notes to the accounts continued

for the year ended 31 July 2025

2 Grants and donations	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Bradford District Metropolitan Council (BDMC)	-	11,950	11,950	12,591
Cycling UK	-	3,500	3,500	6,000
Incommunities	-	788	788	650
National Lottery Community Fund (NLCF)	-	43,585	43,585	96,888
West Yorkshire Combined Authority (WYCA)	-	50,000	50,000	8,688
The English Sports Council	-	-	-	15,000
Bradford District Community Foundation (BDCF)	-	-	-	14,600
Other donations	74	-	74	1,207
	<u>74</u>	<u>109,823</u>	<u>109,897</u>	<u>155,624</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BMDC Active Travel	-	10,000	10,000	-	-
Big Bike Revival 2024	130	-	130	-	-
Big Bike Revival 2025	-	3,500	3,148	-	352
BDMC Climate	1,122	-	1,122	-	-
BDCF Culture	14,600	-	9,155	-	5,445
InCommunities	-	788	506	-	282
WYCA	-	50,000	13,968	-	36,032
NLCF Reaching Communities	15,217	43,585	58,802	-	-
Shipley Active Travel Hub	3,056	-	3,056	-	-
Sport England	12,652	-	12,652	-	-
BDMC Warm Space	-	1,950	1,716	-	234
	<u>46,777</u>	<u>109,823</u>	<u>114,255</u>	<u>-</u>	<u>42,345</u>

Fund name	Purpose of restriction
BMDC Active Travel	Delivery of adult cycle training and confidence-building sessions in community venues.
Big Bike Revival 2024	To support the delivery of the Big Bike Revival programme using the Fix-Learn-Ride model.
Big Bike Revival 2025	Family cycling sessions, bike repairs, and outreach to increase access to affordable transport.
BDMC Climate	To develop cycling activities in Keighley.
BDCF Culture	To develop a community led art project and exhibition that captures cycling stories as part of BD25.
InCommunities	Support for inclusion and community engagement activities, including refreshments and small building improvements.
WYCA	Establishment of Keighley Active Travel Services hub, employing a local coordinator and running youth and adult cycling sessions.
NLCF Reaching Communities	To provide a series of free public events and services to encourage the uptake of cycling amongst the public.
Shipley Active Travel Hub	To contribute towards the establishment and operation of an active travel hub in Shipley.
Sport England	To support riding activity and bike maintenance in Buttershaw.
BDMC Warm Space	To support running costs for the provision of a warm space.

Capital of Cycling

Notes to the accounts continued

for the year ended 31 July 2025

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £82,097 (previous year: £70,489).

Other transactions with trustees or related parties

			2025 £	2024 £
Name of trustee or related party	Relationship to charity	Description of transaction		
Jaesha Ali	Trustee	Sessional fee as a trainer	100	-
			<u>100</u>	<u>-</u>

6 Funds held as agent

	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Shipley Active Travel Hub	-	4,851	4,851	-
	<u>-</u>	<u>4,851</u>	<u>4,851</u>	<u>-</u>