

# CYCLE SISTERS

England & Wales · Charity number 1183189

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2019-04-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 9 Frinton Drive  
Woodford Green  
Essex  
IG8 9ND

**Phone** 07779574855

**Email** [salam@cyclesisters.org.uk](mailto:salam@cyclesisters.org.uk)

**Website** <https://www.cyclesisters.org.uk/>

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:1. TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS, AND IN PARTICULAR BUT NOT EXCLUSIVELY MUSLIM WOMEN, WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, FINANCIAL HARDSHIP OR SOCIAL CIRCUMSTANCES WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE.2. THE PROMOTION OF COMMUNITY PARTICIPATION IN HEALTHY RECREATION FOR THE PUBLIC BENEFIT, AND IN PARTICULAR BUT NOT EXCLUSIVELY AMONG MUSLIM WOMEN, BY PROVIDING FACILITIES AND OPPORTUNITIES TO PARTICIPATE IN CYCLING.

**Activities:** Cycle Sisters aims to inspire and enable Muslim women to cycle. Our groups provide support, role models and regular opportunities for Muslim women to cycle. We currently operate in London; our longer-term goal is to grow into a nation-wide network of Muslim women cyclists. Our partnership work with local and national cycling organisations tackles stereotypes to make cycling more inclusive.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Disability, Amateur Sport, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** The General Public/mankind

## Geography

- Throughout London

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£236,162	£184,224	-	-
2024-03-31	£130,304	£92,645	-	-
2023-03-31	£115,743	£61,589	-	-
2022-03-31	£85,370	£70,979	-	-
2021-03-31	£56,401	£31,265	-	-

## Trustees

Name	Role	Appointed
<b>Samra Said</b>	Chair	2020-07-27
Ann Marie Hall		2026-03-27
Asma Ahmed		2026-03-27
Charmian Kirstin Ward Beedie		2026-03-27
Raiyhana Noorgat		2023-07-17
Zainab Arian		2021-05-14

**CYCLE SISTERS**

England & Wales - Charity number 1183189

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# Accounts

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**Cycle Sisters**  
**Charity registration: 1183189**

**Trustees' Report**

**For the year ended 31 March 2025**

## Administrative Details

Registered Charity Number	1183189
Registered Address	9 Frinton Drive, Woodford Green, IG8 9ND
Board of Trustees	Samra Said, Chair Raiyhana Noorgat, Treasurer Zainab Arian
Bankers	NatWest, 204 High Street, Walthamstow, E17 7LL  The Co-operative Bank p.l.c., P.O. Box 250, Delf House, Skelmersdale WN8 6WT
Independent Examiners	Merlin Gaston Enterprise Centre, 50 Cambridge Rd, Barking IG11 8FG

## Introduction from the Chair, Samra Said

The past year has been one of significant growth and achievement for Cycle Sisters as we continue to strengthen our organisation and deepen our impact across London. In line with our 2024–2029 strategy, we have focused on reaching more women, increasing representation within cycling, and strengthening our organisation through the systems and partnerships needed for long-term sustainability.

Our strategic partnership with the London Marathon Foundation has continued to be instrumental to support this journey, by strengthening our core infrastructure, communications and monitoring systems. Securing support from Funders in Good and The Fore this year has further developed our leadership and capacity as we prepare for the next stage of growth, including expansion beyond London.

Building on our accreditation as a Bikeability Provider, a major milestone this year was securing our first local authority contract. Together, these developments mark a significant step forward, enabling us to deliver cycle training directly through our own instructors and embedding financial sustainability within our model.

We have also continued to prioritise our volunteers, whose commitment underpins everything we do. Our Volunteer Programme, supported by Islamic Relief, has helped us provide training, mentoring and recognition for the women who lead our rides and inspire others to begin their cycling journeys.

Our other programmes such as Tri Sisters, Teen Bikers, and our active travel campaigns have continued to flourish, empowering women and girls, promoting everyday cycling, and showcasing the importance of representation in cycling and active travel.

Our work continues to be guided by our faith, which inspires us to serve our communities with integrity and a deep commitment to justice and inclusion. To ensure we remain truly values-led, this year we refreshed and clarified our core organisational values - now centred on inclusion, responsibility and leadership - so that they are more clearly reflected in how we work, make decisions and support our communities.

We are deeply grateful to God for His blessings and guidance, and to all our volunteers, partners and funders who have contributed to Cycle Sisters' success this year. With their support, we are continuing to grow our impact and work towards our vision of a society where Muslim women are visible, represented and leading active, connected lives.

## Structure, governance and management

Cycle Sisters is registered as a Charitable Incorporated Organisation (CIO) with the Charity Commission and is governed by a constitution, as amended by special resolution on 20 April 2023.

In accordance with the constitution, Trustees are appointed by a resolution at a properly convened meeting of the Board. The charity must have a minimum of three Trustees at all times. New Trustees receive a full induction to the organisation and ongoing support to understand their responsibilities and contribute effectively to the Board's work.

There were no changes to the Board during this financial year. The Trustees continued to provide strong strategic oversight and support across key areas including finance, partnerships, governance and organisational development.

Day-to-day management of the charity is delegated to the CEO, Sarah Javaid MBE, who is supported by a small central team and a wider network of contractors and volunteers. Cycle Sisters has 89 active volunteers trained as Ride Leaders who deliver our core programme of group rides, as well as 20 qualified cycle instructors engaged on a contractor basis to deliver cycle lessons.

### **Risk management**

The Trustees maintain a risk register which is reviewed regularly throughout the year. The most significant risks identified relate to financial sustainability, loss of key staff, dependence on volunteers to deliver the core programme of led rides and not fully engaging or meeting the needs of its target audience. Mitigation measures include maintaining a reserves policy, developing a diversified income strategy, investing in staff retention and volunteer support, and ensuring strong governance and operational systems are in place.

## Objectives and Activities

### **Charitable objects**

Cycle Sisters' charitable objectives, as set out in its constitution, are:

- To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals, and in particular but not exclusively Muslim women, who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances

with the object of improving their conditions of life.

- The promotion of community participation in healthy recreation for the public benefit, and in particular but not exclusively among Muslim women, by providing facilities and opportunities to participate in cycling.

### **Delivery of its charitable purpose**

Cycle Sisters achieves these aims through a network of volunteer-led cycling groups across London, providing inclusive and empowering rides that make cycling accessible to women from all backgrounds. The charity also delivers cycle lessons, active travel campaigns, and a volunteer development programme that support women to build confidence, skills and community.

Targeted projects such as Teen Bikers for teenage girls aged 13-17 and community-specific sessions for Somali and Turkish women extend its reach to those least likely to participate in sport and physical activity.

Alongside these activities, Cycle Sisters works to increase the visibility and representation of Muslim and ethnically diverse women in cycling through partnerships, media engagement, and participation in events. This helps to challenge stereotypes, influence positive change within the cycling and sport sectors, and inspire wider participation.

### **Public benefit**

Cycle Sisters' activities improve health and wellbeing, build confidence, and strengthen community connections while encouraging more sustainable travel choices. The Trustees confirm that they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

### **Strategic framework**

The charity's 2024–2029 strategy focuses on three goals:

1. **Reach** - expanding its programmes to engage more women in cycling;
2. **Represent** - increasing visibility and representation of Muslim and ethnically diverse women in cycling; and
3. **Strengthen** - building a resilient, values-led organisation capable of sustaining and growing its impact.

## Achievements and Performance

### Overview

The year from 1 April 2024 to 31 March 2025 was one of growth and consolidation for Cycle Sisters as the charity strengthened its network across London, developed new partnerships, and enhanced its organisational capacity. The charity delivered 431 group rides reaching 541 women and girls, alongside an expanded programme of cycle training, volunteer development, and campaigns promoting active travel.

### Community Cycle Groups

Cycle Sisters operates community cycle groups in nine London boroughs: Ealing, Hackney, Haringey, Hounslow, Lambeth, Newham, Redbridge, Tower Hamlets and Waltham Forest, as well as its Road Club for longer-distance rides. Each group provides regular, inclusive led rides supported by trained volunteer Ride Leaders from the local community.

During the year, the borough-based groups were supported by a wide range of local partners and funders, including the London Boroughs of Ealing, Hackney, Haringey, Hounslow, Lambeth, Newham, Redbridge, Tower Hamlets and Waltham Forest. Other supporters included A & S Cycles, BCBN, Bikeworks, Brompton Bike Hire, COSARAF Foundation, Heathrow Community Trust, Hadley Property Group, National Trust at Osterley Park, Peddle My Wheels, Redbridge Seed Fund, Share the Joy, Sport England, St Stephen's Health Centre, Tower Hamlets GP Care Group, UCL, ViewTube, Walking and Cycling Grants London, and Wesleyan Foundation.

### Volunteer Programme

Cycle Sisters launched an improved volunteer development programme supported by Islamic Relief, enabling more structured training, recognition, and ongoing support for volunteers. Three Ride Leader training courses were delivered during the year, resulting in 19 new volunteers gaining the British Cycling Ride Leadership accreditation.

Volunteers also benefited from a range of development and wellbeing opportunities including on-ride mentoring, mental health awareness and neurodiversity awareness sessions, bike maintenance and first aid refreshers, and an online route planning session with Komoot.

The charity also held its annual Volunteer Celebration Event at Palmers Green Mosque which introduced a new Volunteer of the Year Award in recognition of the vital contribution volunteers make to the organisation. The Trustees are very grateful to the

partners who donated products for us to gift to the volunteers as a gesture of appreciation: Albion, Komoot, Lime, Muc-Off, Osbournes Law, Rapha, Regal Foods, SiS, SunnaMusk, and The Bike Club.

## **Cycle Lessons**

Last year, Cycle Sisters became an accredited Bikeability Provider, marking a major milestone in its journey. This accreditation opened up the opportunity for Cycle Sisters to deliver cycle lessons directly through its own qualified instructors for the first time. Cycle Sisters was rated as the top-scoring supplier in the Specialist Cycle Training Lot on the new Waltham Forest Framework for the Provision of Cycle Training and Services and secured its first local authority contract to deliver cycle training in Waltham Forest.

Cycle Sisters also continued to collaborate with other training providers including Bikeworks, Cycle Confident and Cycling Instructor to deliver community-based cycle lessons in other London boroughs. Three new instructors were trained during the year, and a new partnership was developed with Hill Group to deliver small group cycle lessons for women in Redbridge.

A new partnership with Lime Bikes provided women with the opportunity to gain confidence using e-bikes and shared bike schemes. Four instructors were trained to deliver e-bike sessions, and additional training was provided to Ride Leaders on supporting e-bike users.

## **Teen Bikers**

In 2024-2025, Cycle Sisters continued delivering its Go! London-funded Teen Bikers project across Hounslow, Redbridge, and Waltham Forest in partnership with the Councils in these boroughs. The project involved a series of led rides, designed to engage 13-17-year-old girls and inspire the next generation of female cyclists. Participants were also offered cycle training sessions delivered by our experienced instructors. The rides remained highly popular and well received by both parents and teens.

During summer 2024, the organisation also piloted a new initiative at Eden School in Waltham Forest, offering led rides as part of the school's enrichment programme.

## **Tri Sisters**

The Tri Sisters project continued to grow this year, supporting women to progress from cycling into other sports and increasing representation at triathlon and open water swimming events. The project was delivered in partnership with Women in Tri, London

Borough of Hounslow Swim Club, BeEndurance, Evolve, Lee Valley Regional Park Authority and Love to Swim, and was funded by LYRA Modest, London Marathon Events, Sport England and Inspire Hounslow. PTO and Motiv supported with community places for events.

Activities included swimming lessons, open-water coaching, running sessions, road cycling coaching, and support to take part in events such as the London Marathon, RideLondon, T100 Triathlon, Swim Serpentine, and Étape Caledonia. The project engaged 129 unique participants, with six women achieving the London Classics medal. Two new Run Leaders were also trained as part of this programme. A key success has been working with event organisers to ensure inclusive event logistics such as private changing facilities.

## **Inclusion Projects**

As an organisation founded to address barriers to inclusion in cycling, Cycle Sisters recognises that inclusion is an ongoing journey which also means continually examining and improving its own practices. The charity is committed to ensuring that its activities are accessible and welcoming to all women, with particular strategic focus over the next few years on neurodiversity, race and mental health.

Volunteer Ride Leaders took part in a neurodiversity awareness workshop, supported by the formation of an informal advisory group and the development of new guidance for Ride Leaders to support neuro-inclusive practice.

Cycle Sisters' Operations Lead trained as a Mental Health First Aider, and as part of the Volunteer Programme, volunteer Ride Leaders were offered the opportunity to take part in an online workshop about mental health. The training was provided courtesy of Tower Hamlets GP Care Group.

With funding from the Walking and Cycling Grants London programme and Hackney Council, Cycle Sisters delivered small group lessons working with Turkish women in Hackney, and with support from Tower Hamlets GP Care Group, engaged Somali women in Tower Hamlets and Waltham Forest.

## **Events**

Cycle Sisters delivered several events during the year designed to inspire women to take on new challenges and progress in their cycling journeys:

- Tour de Cycle Sisters, a supported 100km ride from London to Cambridge, provided an accessible sportive experience and raised over £5,000 to support

the charity's work. The event was sponsored by Hadley Property Group and Tower Hamlets GP Care Group and supported by Tom Moreland of More than Right Bicycles, Team MC and Cambridge Central Mosque.

- Cycle Sisters also co-hosted its first Women's Time Trial event at Lee Valley VeloPark in partnership with the Women of Colour Cycling Collective and with support from Lee Valley Regional Park Authority and Full Gas.

## **Campaigns**

Cycle Sisters delivered two major active travel campaigns during the year to encourage women to use cycling for everyday journeys and to sustain their motivation to ride regularly.

The first, Switch Your Journey, ran as a two-week challenge in July 2024 and was supported by the Foundation for Integrated Transport, Brompton Bike Hire, Santander Cycles, Love to Ride, Peddle My Wheels, London Boroughs of Hounslow and Waltham Forest, and Komoot. The campaign encouraged women to replace car or public transport journeys with cycling, providing access to free hire bikes and practical guidance. More than 400 journeys were switched to cycling and 87% of participants reported that they were likely to continue cycling for everyday trips after the campaign.

The second campaign, Smiles & Miles, took place in February 2025 and invited participants to set personal mileage goals ranging from 50 to 600 miles. The campaign featured weekly themes, prizes and a strong element of peer support through the Cycle Sisters network. Over 220 women took part and collectively cycled more than 29,000 miles during the one month challenge. Participants reported increased confidence, enjoyment and motivation to continue cycling through the winter months. Smiles & Miles was supported by a range of partners including Brompton, Litelok, A & S Cycles, Cycle Spirit and LUCA.

## **Representation and Advocacy**

Cycle Sisters continued to play a leading role in increasing the representation and visibility of Muslim and ethnically diverse women in cycling and influencing inclusion across the sector.

Key highlights included:

- Partnership with Rapha to develop a new modest performance cycling range, ensuring high-performance kit meets the needs of a wider range of women. Rapha also supported Cycle Sisters through a giveaway of the

modest outfits and by hosting an event at their Soho Clubhouse.

- Recognition of Chair Samra Said as the BBC Sports Personality of the Year London Region winner.
- Finalist for the BikeBiz Diversity Award and Swim England Aquatics Champion Award (for its Tri Sisters project).
- Six volunteer Ride Leaders recognised in Cycling UK's 100 Women in Cycling 2024 list.
- Contribution to national advocacy through evidence presented to the All-Party Parliamentary Group for Cycling and Walking (APPGCW) Active Travel and Social Justice Inquiry and participation in the advisory board.
- Collaboration with Project Centre and Ealing Council to organise an engagement ride for local Muslim women to gather feedback on cycling infrastructure and community needs.
- Representation on sector panels and events including an Active Travel England webinar on diversity, a London Sport Manifesto event, and Waltham Forest Council's 10-year Enjoy Waltham Forest anniversary panel.

## **Organisational Development**

Cycle Sisters strengthened its organisational development through continued support from a strategic partnership grant from the London Marathon Foundation. Building on the creation of a new Communications & Media Lead role shortly before the start of this reporting period, this support allowed the organisation to embed the post and improve communication and visibility, as well as build capacity by delivering media training for trustees and staff, and implementing monitoring and evaluation software, Upshot, co-funded by Tower Hamlets Council.

The CEO, Sarah Javaid MBE, participated in the Social Venture Academy leadership programme run by Funders in Good leading to Cycle Sisters being selected as one of four organisations for its investment portfolio, which will provide further capacity-building support and funding to scale Cycle Sisters' work.

Support secured from The Fore has been invaluable, both in funding dedicated staff time to strengthen fundraising systems and income diversification, and in providing

wider capacity-building support through access to training courses and guidance from sector experts.

## **Impact**

Cycle Sisters continues to make a measurable difference to the health, confidence and wellbeing of Muslim and ethnically diverse women across London. Results from its 2024-25 participant survey showed that:

- 94% reported improved physical health
- 90% reported improved confidence and self-esteem
- 90% felt more connected to their community
- 68% said they use their car less often
- 61% said their family or friends now cycle more

The volunteer survey similarly demonstrated high levels of satisfaction and personal benefit among its Ride Leaders:

- 100% rated their enjoyment of volunteering as 4 or 5 out of 5
- 89% reported improved physical health
- 97% felt more connected to their community
- 89% reported improved skills such as problem-solving and team work
- 67% said they use their car less often

## **Future plans**

In the year ahead, Cycle Sisters will continue to reach more women through its core offer of community group rides, supported by increased outreach and new local partnerships. The charity will also build on its growing expertise in cycle training by seeking opportunities to deliver lessons in additional boroughs through new contracts and corporate partnerships.

Organisationally, Cycle Sisters will continue its development journey with support from Funders in Good and the London Marathon Foundation, strengthening governance,

systems and staffing capacity to position the charity for sustainable expansion beyond London.

Further priorities include enhancing volunteer and instructor development, deepening the use of monitoring and evaluation tools such as Upshot to strengthen evidence of impact, and expanding opportunities to diversify income and ensure long-term financial resilience.

Cycle Sisters will also continue to champion representation and inclusion in cycling, working with sector partners to influence positive change and support wider participation in cycling and active travel.

## **Acknowledgements**

Cycle Sisters is deeply grateful for the generous support of funders, partners and volunteers who have contributed to the charity's work this year.

The Trustees express sincere thanks to all those who have given their time, funding, expertise and trust in support of Cycle Sisters' mission.

## **Financial Review**

The accounts show significant growth over the past 12 months, with income rising from £130,304 to £236,132. Unrestricted income more than doubled during the year, supporting greater flexibility in how the charity funds its core operations. The programme and support costs ratios for the year were 93% and 7% respectively. This represents a small shift towards support costs compared with last year, primarily due to the introduction of a fundraising role and investment in our new data management system, Upshot.

Diversifying income has been one of the charity's key strategic objectives, and strong progress was made during the year towards reducing reliance on grant funding. While grants remain the primary source of income, their proportion fell from 86% to 69%, reflecting growth in income from corporate partnerships, community fundraising and earned income. Cycle Sisters also secured its first local authority contract with the London Borough of Waltham Forest to deliver cycle training, marking an important milestone in generating sustainable earned income.

The trustees maintain a reserves policy of holding funds equivalent to between six and nine months of operating costs to ensure financial stability and resilience. At year end, the charity's reserves were within this target range, which the trustees consider to be an appropriate level to safeguard against financial risk and support future development.

The trustees continue to monitor the charity's financial position closely and are confident that the current reserves, secured funding, and ongoing fundraising plans provide a sound basis for the organisation to continue operating as a going concern.



**Financial Statements & Independent Examiner Report**  
**For Year Ended 31st March 2025**

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## Independent Examiner's Report

### **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2025**

I report to the trustees on my examination of the financial statements of CYCLE SISTERS ('the charity') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Respective responsibilities of the Trustees and the Independent Examiner and the basis of the Report**

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Act and 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, Report and Opinion**

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:

- Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- The financial statements do not accord with those records; or
- The financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Signed:



MISS M. GASTON - Independent Examiner  
Member of the Institute of Financial Accountants

Barking Enterprise Centre, 50 Cambridge Road, Barking, IG11 8FG  
This report was signed on 21 November 2025

The Trustees present the Accounts for the year ended 31 March 2025.

## **The charity's name**

The legal and operating name of the charity is: CYCLE SISTERS.

## **The charity's areas of operation and UK charitable registration**

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1183189.

The charity does not operate in any overseas jurisdictions.

## **Legal structure of the charity**

The charity is constituted as a Charitable Incorporated Organisation (CIO) in England & Wales. The governing document of the charity is the constitution of the CIO as approved by the Charity Commission in England & Wales (CCEW).

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals.

## Statement of Financial Activities for the year ended 31 March 2025

	SORP Ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2025 £	2025 £	2025 £	2024 £
<b>Income from:</b>					
Donations and grants		32,175	176,275	<b>208,450</b>	127,198
Charitable activities		<u>2,128</u>	<u>25,584</u>	<u><b>27,712</b></u>	<u>3,106</u>
<b>Total income</b>	<b>A</b>	<u><b>34,303</b></u>	<u><b>201,859</b></u>	<u><b>236,162</b></u>	<u><b>130,304</b></u>
<b>Expenditure on:</b>					
Raising funds		-	750	<b>750</b>	-
Charitable activities		8,212	162,336	<b>170,548</b>	89,484
Administrative overheads		<u>170</u>	<u>12,756</u>	<u><b>12,926</b></u>	<u>4,161</u>
<b>Total expenditure</b>	<b>B</b>	<u><b>8,382</b></u>	<u><b>175,842</b></u>	<u><b>184,224</b></u>	<u><b>93,645</b></u>
<b>Net income for the year</b>		<b>25,921</b>	<b>26,017</b>	<b>51,938</b>	<b>36,658</b>
Transfers between funds		<u>6,573</u>	<u>(6,573)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u><b>32,494</b></u>	<u><b>19,444</b></u>	<u><b>51,938</b></u>	<u><b>36,658</b></u>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>	<b>E</b>	<u>55,596</u>	<u>81,606</u>	<u><b>137,202</b></u>	<u><b>100,544</b></u>
<b>Total funds carried forward</b>		<u><b>88,090</b></u>	<u><b>101,050</b></u>	<u><b>189,140</b></u>	<u><b>137,202</b></u>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

The notes attached on pages **10** to **17** form an integral part of these accounts.

## Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Unrestricted funds	Restricted funds	Prior Year Total funds
		2024 £	2024 £	2024 £
<b>Income from:</b>				
Donations		16,638	113,666	130,304
<b>Total income</b>	<b>A</b>	<u>16,638</u>	<u>113,666</u>	<u>130,304</u>
<b>Expenditure on:</b>				
Charitable activities		4,089	89,556	93,645
<b>Total expenditure</b>	<b>B</b>	<u>4,089</u>	<u>89,556</u>	<u>93,645</u>
<b>Net income for the year</b>		<u>12,549</u>	<u>24,109</u>	<u>36,658</u>
<b>Net movement in funds</b>		<u>6,077</u>	<u>(6,077)</u>	<u>-</u>
<b>Reconciliation of funds:</b>	<b>E</b>	18,626	18,032	36,658
<b>Total funds brought forward</b>		<u>36,970</u>	<u>63,574</u>	<u>100,544</u>
<b>Total funds carried forward</b>		<u><b>55,596</b></u>	<u><b>81,606</b></u>	<u><b>137,202</b></u>

All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

The notes attached on pages **10** to **17** form an integral part of these accounts.

## Resources applied in the year ended 31 March 2025 towards fixed assets for Charity use:

	2025 £	2024 £
Funds generated in the year as detailed in the SOFA	51,938	36,658
<b>Net resources available to fund charitable activities</b>	<b>51,938</b>	<b>36,658</b>

## Movements in revenue and capital funds for year ended 31 March 2025

### Revenue accumulated funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Prior Year Total funds 2024 £
Accumulated funds brought forward	55,596	81,606	137,202	100,544
Recognised gains before transfers	25,921	26,017	51,938	36,658
Transfers	6,573	(6,573)	-	-
<b>Closing revenue funds</b>	<b>88,090</b>	<b>101,050</b>	<b>189,140</b>	<b>137,202</b>

	Unrestrict ed funds 2025 £	Restrict ed funds 2025 £	Total funds 2025 £	Prior Year Total funds 2024 £
Revenue accumulated funds	88,090	101,050	189,140	137,202
<b>Total funds</b>	<b>88,090</b>	<b>101,050</b>	<b>189,140</b>	<b>137,202</b>

The notes attached on pages 10 to 17 form an integral part of these accounts.

## Income and Expenditure Account for the year ended 31 March 2025

<i><b>Income</b></i>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Income from operations	205,415	128,638
Refunds from HMRC on gift aided donations	3,035	1,666
<b>Gross income in the year before exceptional items</b>	<b>208,450</b>	<b>130,304</b>
<b>Gross income in the year including exceptional items</b>	<b>208,450</b>	<b>130,304</b>
<i><b>Expenditure</b></i>		
Charitable expenditure, excluding depreciation	175,254	92,199
Governance costs	588	1,446
<b>Total expenditure in the year</b>	<b>175,842</b>	<b>93,645</b>
<b>Net income before tax in the financial year</b>	<b>51,938</b>	<b>36,658</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>51,938</b>	<b>36,658</b>
<b>Retained surplus for the financial year</b>	<b>51,938</b>	<b>36,658</b>

All activities derive from continuing operations

The headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages **10** to **17** form an integral part of these accounts.

## Balance Sheet as at 31 March 2025

	Note	SORP ref	2025 £	2024 £
<b>Current assets</b>		<b>B</b>		
Debtors	1		28,761	-
Cash at bank and in hand	1		<u>217,778</u>	<u>138,202</u>
<b>Total current assets</b>			<u>246,539</u>	<u>137,202</u>
<b>Creditors:</b> amounts falling due within one year	1		57,399	1,000
<b>The total net assets of the charity</b>			<u>189,140</u>	<u>137,202</u>

The total net assets of the charity are funded by the charities funds, as follows:

<b>Restricted funds</b>		<b>D</b>		
Restricted Revenue Funds	8		101,050	81,606
<b>Unrestricted Funds</b>				
Unrestricted Revenue Funds	8		88,090	55,596
<b>Total charity funds</b>			<u>189,140</u>	<u>137,202</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA.

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 3.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

The notes attached on pages **10** to **17** form an integral part of these accounts.



**SAMRA SAID**  
Chair

Approved by the Board of Trustees on 9<sup>th</sup> December 2025

# Notes to the Accounts for the year ended 31 March 2025

## 1 Accounting policies

### *Policies relating to the production of the accounts.*

#### **Basis of preparation and accounting convention**

The accounts have been prepared on the cash basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

#### **Going Concern**

The charitable activities are dependent on receipt of grants and voluntary donations. Consequently, future flows of these funding streams are uncertain. The Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

#### **Risks and future assumptions**

The charity is a public benefit entity.

### *Policies relating to categories of income and income recognition.*

#### **Nature of income**

Gross income represents the value of grants from government and public bodies, also donations received from donors.

## Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

**Income from exchange transactions** is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

**Income from a non-exchange transaction** is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

## Income recognition

Income, whether from exchange or non-exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

## Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time

related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Deferred income</b>	57,399	-
<b>Creditors</b>	-	1,000

### **Accounting for Accrued income**

Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. Where income has been recognised but cash has not been received a debtor for the relevant amount is recorded.

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Accrued income</b>	24,711	-

### **Income from legacies**

There are no legacy funds.

### **Donated goods, facilities and services**

Donated fixed assets are recognised at the current fair value. All such donations are recognised as donation income and debited to fixed assets.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received, (provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

## ***Policies relating to expenditure on goods and services provided to the charity.***

### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated.

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

### **Allocating costs to activities**

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is:

Staffing - on the basis of time spent in connection with any particular activity.

Staffing - on a per capita basis, based on the number of people employed within any particular activity.

Premises related costs - on the proportion of floor area occupied by a particular activity.

Non-specific support costs - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

### **Volunteers**

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 4.

## Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

	2025 £	2024 £
Trade debtors	4,050	-

## Financial instruments including cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

## Fund Accounting

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

There are no endowment funds

## 2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose.

## 3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

## 4 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The volunteers work tirelessly in achieving the goals of the charity and their contributions are

invaluable. The volunteers and the charity accept no contract of employment is created by these arrangements.

## 5 Remuneration and payments to Trustees and persons connected with them

	<b>2025</b>	<b>2024</b>
	£	£
<b>Saiyyidah Najmus-Sabah Zaidi</b>	-	282

The Trustee has received payments in prior year for project work, as agreed between the charity and the trustee.

## 6 Trustees' expenses

	<b>2025</b>	<b>2024</b>
	£	£
<b>The amount reimbursed to trustees</b>	-	164

The nature of the trustees' expenses was travel and subsistence.

## 7 Income and Expenditure account summary

	<b>2025</b>	<b>2024</b>
	£	£
At 1 April 2024	137,202	100,544
Surplus after tax for the year	51,938	36,658
<b>At 31 March 2025</b>	<b><u>189,140</u></b>	<b><u>137,202</u></b>

## 8 Detail of how particular funds are represented by assets and liabilities

At 31 March 2025	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Current Assets	88,090	-	101,050	189,140
	<u>88,090</u>	<u>-</u>	<u>101,050</u>	<u>189,140</u>
At 1 April 2024	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Current Assets	55,596	-	81,606	137,202
	<u>55,596</u>	<u>-</u>	<u>81,606</u>	<u>137,202</u>

## 9 Change in total funds over the year as shown in Note 8, analysed by individual funds

	Funds brought forward from 2024	Movement in funds in 2025	Transfers between funds in 2025	Funds carried forward to 2025
	£	See Note 10 £	£	£
<b>Unrestricted and designated funds:</b>				
Unrestricted Revenue Funds	55,596	25,921	6,573	88,090
<b>Total unrestricted and designated funds</b>	<u>55,596</u>	<u>25,921</u>	<u>6,573</u>	<u>88,090</u>
<b>Restricted funds:</b>				
Donations	81,606	201,859	(6,573)	276,892
Expenditure on charitable activities		(175,842)		(175,842)
<b>Total restricted funds</b>	<u>81,606</u>	<u>26,017</u>	<u>(6,573)</u>	<u>101,050</u>
<b>Total charity funds</b>	<u>137,202</u>	<u>51,938</u>	<u>-</u>	<u>189,140</u>

## 10 Analysis of movements in funds over the year as shown in Note 9

	Income	Expenditure	Other Gains & Losses	Movement in funds
5	202 £	2025 £	2025 £	2025 £
<b>Unrestricted and designated funds:</b>				
Unrestricted Revenue Funds	34,303	(8,382)	-	25,921
Designated Revenue Funds	-	-	-	-
<b>Restricted funds:</b>				
Donations	201,859		-	201,859
Expenditure on charitable activities		(175,842)	-	(175,842)
	<u>236,162</u>	<u>(184,224)</u>	<u>-</u>	<u>51,938</u>

## 11 The purposes for the funds

### **Unrestricted and designated funds:**

Unrestricted Revenue Funds      These funds are held for meeting the objectives of the charity, and to provide reserves for future activities, and, subject to charity legislation, are free from all restrictions on their use.

Unrestricted Revaluation Reserve      This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

### **Restricted funds:**

Restricted Fixed Asset Funds      The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Restricted Revaluation Reserve      This fund represents the restricted surplus arising on the revaluation of the charity's assets.

## 12 Ultimate controlling party

The charity is under the control of its legal members.

## Detailed analysis of income and expenditure for the year ended 31 March 2025 as required by the SORP 2015

This analysis is classified by conventional nominal descriptions and not by activity.

### 13 Donations and Grants

Donations and gifts from individuals (Include HMRC refunds on gift aided donations)

<i>Analysis of income</i>		Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2025 £	2025 £	2025 £	2024 £
<b>Donations and Grants:</b>	Donations and gifts	26,640	187	26,827	12,213
	Refunds from HMRC on gift aided donations	500	14,130	<b>14,630</b>	1,666
	General grants from government/other charities	2,000	161,958	<b>163,958</b>	112,319
	Corporate sponsorship donations	1,078	4,259	<b>5,337</b>	1,000
	Donated goods, facilities and services	-	-	-	-
<b>Total donations and Grants:</b>		<b>30,218</b>	<b>180,534</b>	<b>210,752</b>	<b>127,198</b>
<b>Charitable activities:</b>	Consultancy & Fees	1,050	21,325	22,375	-
	Sales	3,035		3,035	3,106
	<b>Total charitable activities:</b>	<b>4,085</b>	<b>21,325</b>	<b>25,410</b>	<b>3,106</b>
<b>TOTAL INCOME</b>		<b>34,303</b>	<b>201,859</b>	<b>236,162</b>	<b>130,304</b>

All income in the prior year was unrestricted except for:

**General grants from government/other charities £112,319**  
**Corporate Sponsorship £1,197**  
**Sales £150**

### Revenue grants from government and public bodies

Body	Description	2025 £	2024 £
Hounslow Council	Restricted Revenue Grant	-	10,256
Lambeth Council	Restricted Revenue Grant	4,942	-
Newham Council	Restricted Revenue Grant	8,500	-
Redbridge Council	Restricted Revenue Grant	2,991	3,500
Tower Hamlets Council	Restricted Revenue Grant	1,747	-
Transport for London	Restricted Revenue Grant	4,991	-
Waltham Forest Council	Restricted Revenue Grant	2,500	2,500
Waltham Forest Council	Service Delivery Income	12,975	-
		<b>38,646</b>	<b>16,256</b>

Other forms of government assistance from which the charity has directly benefited:  
 Provision of bicycles, cycle storage and bicycle maintenance 2025 & 2024

## Detailed analysis of income and expenditure for the year ended 31 March 2025 as required by the SORP 2015

### 14 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Prior Year Total funds
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
<b>Expenditure on raising funds:</b>						
Incurred seeking donations	-	750	750	-	-	-
<b>Total fundraising costs</b>	<b>-</b>	<b>750</b>	<b>750</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Direct charitable expenditure</b>						
Staffing Costs - Projects	844	108,115	108,959	168	65,535	65,703
Training Instructors & Ride Leaders	-	11,580	11,580	452	7,724	8,176
Venues & Events	1,705	10,658	12,363	972	4,801	5,773
Equipment	92	3,101	3,192	8	831	839
Volunteer expenses	-	1,389	1,389	25	1,087	1,112
Cycle lessons	-	11,551	11,551	-	640	640
Swimming lessons	52	7,539	7,591	-	-	-
Charitable donations	4,821	-	4,821	-	-	-
Ancillary direct project costs	699	8,154	8,852	1,089	6,153	7,241
<b>Total direct spending</b>	<b>8,212</b>	<b>162,086</b>	<b>170,298</b>	<b>2,714</b>	<b>86,771</b>	<b>89,484</b>

### 15 Support costs for charitable activities

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Prior Year Total funds
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
<b>Administrative overheads</b>						
Membership subscriptions	55	3,927	3,982	911	120	1,031
Website	-	252	252	158	-	158
Staffing costs	-	7,945	7,945	-	916	916
Liability and insurance	-	-	-	292	318	610
Banking charges	82	44	126	-	-	-
Gifts	33	-	33	-	-	-
Governance	-	588	588	14	1,432	1,446
<b>Total support costs</b>	<b>170</b>	<b>12,756</b>	<b>12,926</b>	<b>1,375</b>	<b>2,786</b>	<b>4,161</b>

The basis of allocation of costs between activities is described under accounting policies

## Detailed analysis of income and expenditure for the year ended 31 March 2025 as required by the SORP 2015

### 16 Other Expenditure - Governance costs

<i>Current Year</i>	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds 2024 £
		2025	2025	2025	
		£	£	£	
Independent Examiner's fees		-	588	588	1000
Trustees' remuneration		-	-	-	282
Trustees' expenses		-	-	-	164
<b>Total Governance costs</b>	<b>B2e</b>	<b>-</b>	<b>588</b>	<b>588</b>	<b>1,446</b>

<i>Prior Year</i>	SOFA ref	Unrestricted funds	Restricted funds	Total funds	
		2024	2024	2024	
		£	£	£	
Independent Examiner's fees			1000	1000	
Trustees' remuneration			282	282	
Trustees' expenses		14	150	164	
<b>Total Governance costs</b>	<b>B2e</b>	<b>14</b>	<b>1,432</b>	<b>1,446</b>	

### 17 Total Charitable expenditure

<i>Current Year</i>	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds 2024 £
		2025	2025	2025	
		£	£	£	
Total direct spending	<b>B2a</b>	8,212	162,336	170,548	89,484
Total support costs	<b>B2d</b>	170	12,918	13,088	2,715
Total Governance costs	<b>B2e</b>	-	588	588	1,446
<b>Total charitable expenditure</b>	<b>B2</b>	<b>8,382</b>	<b>175,842</b>	<b>184,224</b>	<b>93,645</b>

<i>Prior Year</i>	SOFA ref	Unrestricted funds	Restricted funds	Total funds	
		2024	2024	2024	
		£	£	£	
Total direct spending	<b>B2a</b>	2,714	86,770	89,484	
Total support costs	<b>B2d</b>	1,361	1,354	2,715	
Total Governance costs	<b>B2e</b>	14	1,432	1,446	
<b>Total charitable expenditure</b>	<b>B2</b>	<b>4,028</b>	<b>57,561</b>	<b>93,645</b>	

## Activity analysis of Income and expenditure for the year ended 31 March 2025

This analysis is classified by activity and not by conventional nominal descriptions.

### 18 Analysis of income by activity

Activity	SOFA ref	2025 £	2024 £
Donations and Grants	A1	208,450	127,198
Charitable activities		<u>27,712</u>	<u>3,106</u>
Total income as shown in the SOFA	A	<u>236,162</u>	<u>130,304</u>

### 19 Analysis of charitable expenditure by activity

Activity	Direct costs	Support costs	Grant funded activities	Total	Total
	2025 £	2025 £	2025 £	2025 £	2024 £
<b>Primary purpose and ancillary trading<sup>1</sup></b>					
Charitable activities	170,548	-	-	170,548	89,484
Raising funds	-	-	750	750	
Administrative overheads	-	12,926	-	12,926	4,161
<b>Total Primary purpose and ancillary trading<sup>1</sup></b>	<u>170,548</u>	<u>12,926</u>	<u>750</u>	<u>184,224</u>	<u>93,645</u>
<b>Summary of charitable costs by activity</b>					
	2025 £	2025 £	2025 £	2025 £	2024 £
Total Primary purpose and ancillary trading <sup>1</sup>	8,212	170	175,254	183,636	92,199
Total Governance costs as detailed in Note 16		588	-	588	1,446
<b>Total charitable expenditure</b>	<u>8,212</u>	<u>758</u>	<u>175,254</u>	<u>184,224</u>	<u>93,645</u>

The basis of allocation of costs between activities is described under accounting policies. The breakdown of this expenditure by type of spending (i.e. nominal classification) is detailed in note 17

## Analysis of support and governance costs by charitable activities

Activity	Governance £	Fundraising £	Human Resources £	Other Overheads £	Total £
Primary purpose and ancillary trading <sup>1</sup>	588	750	7,945	4,393	<b>13,676</b>
<b>Grand Total</b>	<b>588</b>	<b>750</b>	<b>7,945</b>	<b>4,393</b>	<b>13,676</b>

## 20 Analysis of non-charitable expenditure by activity

Governance costs	2025 £	2024 £
Other Expenditure - Governance costs as detailed in Note 16	588	1,446

**CYCLE SISTERS**

England & Wales - Charity number 1183189

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# Accounts

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# *Cycle Sisters* Annual Report 2023/2024



“There is no doubt these rides have changed my life for the better. If you can fly on that bike in a group, you can literally do anything.



## Administrative Information

Registered Charity No: 1183189

Registered Address: 9 Frinton Drive, Woodford Green,  
IG8 9ND

Trustees: Samra Said (Chair)  
Raiyhana Noorgat (Treasurer)  
Zainab Arian (Secretary)  
Carolyn Axtell



## Message from our Chair & CEO

Assalamu alaikum, peace be with you

We're excited to share with you some of the highlights of a very exciting year for Cycle Sisters as we continue our journey to empower Muslim women through cycling. We'd like to extend our **heartfelt appreciation to all of our supporters** who make this possible - our partners, our funders and a special thank you to the inspiring women who volunteer as our Ride Leaders.

We are just at the **start of a new 3 year strategy** which focuses on three goals:

- Reaching more women through our programmes
- Increasing the visibility and representation of Muslim women in cycling
- Strengthening Cycle Sisters as a values-led, impactful and financially sustainable organisation

We're looking forward to going from strength to strength over the coming years, God willing, in our mission to build a **healthy, confident and connected community of Muslim women** through cycling.



**Samra Said**  
**Chair**



**Sarah Javid MBE**  
**CEO**

# Charitable Objectives

Cycle Sisters' **Charitable Objectives** as set out in our constitution are:

- To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals, and in particular but not exclusively Muslim women, who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.
- The promotion of community participation in healthy recreation for the public benefit, and in particular but not exclusively among Muslim women, by providing facilities and opportunities to participate in cycling.

## Statement on public benefit

This report clearly set out the activities, which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity.



# Structure, Governance and Management

Cycle Sisters is registered as a CIO with the Charity Commission, and governed by a constitution (as amended by special resolution passed on 20th April 2023).

In line with the constitution, Trustees are appointed by a resolution at a properly convened meeting of the charity Trustees. There must always be a minimum of 3 Trustees. New Trustees are given a full induction to the charity and support to understand their roles and responsibilities. During this year, Khadijah Zaidi resigned from the Board and Raiyhana Noorgat joined as the Treasurer.

The Board continued to provide the team with outstanding support in many areas including financial oversight, partnerships and organisational development.

The key management personnel of Cycle Sisters are the CEO, Sarah Javaid MBE, and Operations Lead, Emma Pajarillaga. We also have a number of other contractors delivering projects. We have over 80 active volunteers who are trained as Ride Leaders and run our main activity of group rides, overseen by the central team. We also work with a team of 18 qualified Cycle Instructors on a contractor basis.



Cycle Sisters has a life-changing impact for our participants.

**92% said “My health is better”**

**91% said “I feel more confident”**

**86% said “I feel more connected to my local community”**



## Cycle Groups

Cycle Sisters' core activity is running volunteer-led cycle groups for Muslim women, which offer inclusive and empowering rides. Our rides are tailored to meet the needs of Muslim women and we welcome women from all backgrounds.

This year, our rides took place in Ealing, Hackney, Haringey, Hounslow, Lambeth, Newham, Redbridge, Tower Hamlets, Waltham Forest and Wandsworth.

**408**  
**rides**

**457 unique**  
**participants**

**10 London**  
**boroughs**



“ There isn't another group like Cycle Sisters - it is a really unique and inclusive group with Ride Leaders that couldn't be more supportive towards those of all backgrounds and abilities. I wouldn't have started cycling again without Cycle Sisters!

## Cycle Lessons

Cycle Sisters offers cycle lessons with our team of community-based cycle instructors, in partnership with local authorities and training providers. We teach women to learn to ride a bike, as well as helping others to build confidence to cycle for transport.

We were delighted to gain registration as a **Bikeability Provider** and plan to expand our cycle lesson provision over the coming year.

**3 new  
instructors  
trained**



**18  
instructors  
in total**



“When I found out they had a Muslim instructor, I felt more comfortable with somebody from my own background teaching me. **Rabiyah**”

## Road Club

Cycle Sisters aims to increase the representation and visibility of Muslim women at all levels of cycling.

Our Road Club offers longer rides, introducing women to the world of road cycling, as well as providing support to train for sportives and events.

We were proud to work with London Marathon Events to make it possible for over 120 women to participate in **RideLondon** this year, conquering 30, 60 or 100 miles! For many of the participants, this was their first opportunity to experience a sportive.



“

I'm proud of being part of Cycle Sisters. The confidence and opportunities it has given me has been beyond imagination. I only dreamt of taking part in challenges and now I'm doing it!"

## Smiles & Miles

Smiles & Miles is our annual winter challenge which promotes independent cycling outside of our group rides. Women in our network set themselves a challenge to cycle as many miles as possible during the month of February. For the first time, this year we partnered with Brompton, Waltham Forest Council, Newham Council and Peddle My Wheels to provide free use of bikes for the challenge, making it possible for even more women to join.

Each week had a unique theme including cycling to different Cycle Sisters' boroughs for "Meet the Neighbours" as well as "Hills Week" and "Foodies Week." The challenge connected women across London and motivated many to push the boundaries of what they thought they could achieve!

**222**  
**participants**



**25,752**  
**miles cycled**



“ I was able to cycle independently on London roads and am astonished by the number of miles I could ride. I definitely loved the cycling atmosphere which has encouraged me to buy a bike. **Issath** ”

## Teen Bikers

This year, we expanded our Teen Bikers provision to **two new boroughs**, Redbridge and Hounslow, in addition to Waltham Forest. Teen Bikers offers rides and lessons for teen girls aged 13-17.

In summer and autumn 2023, we offered a series of 10 rides in Waltham Forest and Redbridge made possible by the Queens Jubilee Fund. In January 2024, with support from Hounslow Council, we also started up rides in Hounslow.

We were thrilled to secure funding from Go! London for a 2 year project to expand and continue our lessons and rides across these three boroughs, so that we can reach more girls and continue to inspire the cyclists of the future.

**80**  
**participants**

**39**  
**rides**



“ I used to ride my bike a lot. In the last couple of years I felt really unmotivated to ride but the teens ride have given me lots of confidence and made me feel empowered by riding a bike. **Ayla**

## Reaching under-represented groups

We want our activities to reach the full diversity of the Muslim community and have taken steps to engage with specific communities we've identified as currently under-represented.

With the support of the Tower Hamlets GP Care Group and Bikeworks, we offered weekly group cycle sessions for Somali women in Tower Hamlets over 7 months. Each session was supported by a 'Community Ambassador' who engaged with women locally and attended to provide language support.

We're pleased to have secured funding from Walking & Cycling Grants London to offer sessions for Turkish women in Hackney from April 2024.

**60 women  
took part**

**32 learnt to  
cycle for the  
first time**

**1 trained as a  
Ride Leader**



“ I've always wanted to learn to cycle but never felt these opportunities were for me. When a friend told me about the Somali project, I immediately felt safe. I felt that I belonged. I told everyone about my experience after that! **Khadra**

## Tri Sisters

This year, we launched our new Tri Sisters project, aiming to support Muslim women to participate in triathlon (swim, bike, run). Only 2% of British Triathlon's members are from ethnically diverse backgrounds and we want to see more representation from our communities.

Women from our network participated in numerous events including **Challenge London Triathlon**, **Swim Serpentine** and the **Black Tri Tribe London Triathlon**.

We also started delivering our first block of **women-only swimming lessons** as we identified that this is one of the key barriers to triathlon. We're excited to have formed a partnership with Fund Her Tri and look forward to growing this project over the next year.



"My world has gotten way bigger now. It started with cycling but now I am part of Tri Sisters and training for a triathlon. I would never have thought of doing something so wild in my life!" **Priya**

“ I am so grateful to have found Cycle Sisters. Not only did I get to connect with the wonderful people in my community, it helped me break through anxiety and did wonders for my mental health.



## Launch of our Guides

Cycle Sisters launched a series of guides at an online event in July 2023 to celebrate and promote cycling for diverse communities. The 3 guides can be downloaded here:

[cyclesisters.org.uk/guides](https://cyclesisters.org.uk/guides). They are targeted at different audiences:

- Individuals looking to set up a cycle group
- Existing groups and clubs
- Local authorities

The online event was attended by over 90 people from the cycling and active travel sectors and was opened with an address from Dr Will Norman, the Mayor of London's Walking & Cycling Commissioner, who talked about the important role that community groups play in diversifying cycling.

An external evaluation of Cycle Sisters' work, undertaken by Esther Anaya-Boig, was also launched at the event and can be downloaded here: [cyclesisters.org.uk/our-impact](https://cyclesisters.org.uk/our-impact).

### Cycling for Diverse Communities

# A Guide for Local Authorities

**cycle  
sisters**

Supported by:



“Massive congratulations to everyone at Cycle Sisters for developing these brilliant guides. It’s exactly what the country needs and so important for tackling the future challenges we all face.

**Dr Will Norman**

## Media & Awards

Alongside our cycling activities, Cycle Sisters looks for opportunities to increase the representation of Muslim women in the wider cycling world including conferences, events and media.

Some of the highlights from this year include delivering a workshop about engaging Muslim women in cycling at the **Bikeability Trust Conference**, and featuring on **Islam Channel, BBC Radio London and Rouleur Magazine**.

We were delighted to receive the **"Community Impact Award"** at the London Sports Awards in March 2024.

We are also incredibly proud of the women from within our network who have been recognised for their contribution to cycling within their communities. This includes our founder **Sarah Javaid receiving an MBE** in the King's Birthday Honours List, our Ride Leader Yusra Nayyar receiving the **"Haringey Hero Award"** and our Project Coordinator, Sab Miah, and 3 of our Ride Leaders included on Cycling UK's **"Top 100 Women in Cycling 2023"** list.



“

I am so incredibly proud to win the London Sports Award. All of the volunteers across London dedicate not only time but passion to the rides they lead every week. Seeing the positive impact it has on our communities really makes it all worth it. **Samra Said, Chair**

# Volunteers

Cycle Sisters would not be possible without our team of dedicated volunteers who run our group rides and support women in their local communities to discover the joy of cycling.

This year, we have continued to grow our volunteer team as well as focusing on improving our training and development programme. This has included online skills sessions on first aid and route planning, as well as a London-wide volunteer event, bringing together all the volunteers to network with each other.

**31 new  
volunteers  
trained**

**81 total  
volunteers**

**90% said  
volunteering  
had improved  
their skills**



“ Ride leading with Cycle Sisters has opened many doors of opportunity for me, including paid opportunities teaching cycling in schools. I have influenced and broken some barriers that stopped women from cycling. And now, I'm happy to see so many Muslim women cycling. **Rabia**

## Partners & supporters

Cycle Sisters' achievements are only possible thanks to collaboration with a huge range of partners and supporters. We'd like to extend our heartfelt thanks to the following organisations and individuals for their support over the past year

A & S Cycles  
BCBN  
Bikeability Trust  
Bikeworks  
Black Tri Tribe  
British Cycling  
Brompton  
CareTech Foundation  
Cycle Chic  
Cycle Confident  
Cycle Spirit  
Cycling Instructor  
Cycling UK  
Ealing Council  
Esther Anaya-Boig  
Evolve  
Freshwater Foundation  
Fund Her Tri  
Go! London  
Hackney Council  
Hadley Property Group  
Haringey Council  
Hounslow Council  
Inspire Hounslow  
Irfan Ahmed  
Jenna Selby  
Lambeth Council  
Lee Valley Regional Park Authority  
Lee Valley VeloPark  
London Borough of Hounslow Swim Club  
London Cycling Campaign  
London Marathon Events  
London Marathon Foundation  
London Sport  
Newham Council  
Osterley Park  
Palmers Green Mosque  
Peddle My Wheels  
Rapha  
Redbridge Council  
Safe for All CIC  
Sport England  
Sported  
St Stephens Health Centre  
Sustrans  
Transport for London  
Tom Moreland  
Tower Hamlets Council  
Tower Hamlets GP Care Group  
Waltham Forest Council  
Wandsworth Council  
Wesleyan Foundation  
Women of Colour Cycling Collective  
Viewtube

## Our team



**Samra Said**  
Chair



**Raiyhana Noorgat**  
Treasurer



**Zainab Arian**  
Secretary



**Carolyn Axtell**  
Trustee



**Sarah  
Javaid MBE**  
CEO



**Emma  
Pajarillaga**  
Operations  
Lead



**Deryn Ellis**  
Comms &  
Media Lead



**Sab Miah**  
Project  
Coordinator



**Khadijah Zaidi**  
Book-keeper



**Mariam Ahmed**  
Admin  
Coordinator



**Seema Jadwet**  
Mentor



**Rukaiya Moola**  
Mentor

# Financial review

## Overall

Cycle Sisters continues in a position of financial strength at the end of this year, with our overall income level remaining stable. We saw an increase of 21% in income from Trusts & Foundations. This includes the first instalment of a new three year contract for further capacity building work from London Marathon Foundation, who remain our largest funder. A number of grants were received towards the end of this financial year, and are to be spent in the following financial year.

## Fundraising

We have continued to work to diversify our income streams as one of our strategic priorities. Over £11,000 was generated through fundraising events, including our annual winter challenge, Smiles & Miles, and external events such as RideLondon. We have also worked on building corporate partnerships, with several new partnerships due to begin in the next financial year.

## Reserves

We ended the year with reserves of approximately 6 months' operational costs in line with our reserves policy which is reviewed by our Trustees annually. These funds have been built up through efforts to generate unrestricted income over the past few years to ensure the organisation's financial resilience. The Trustees feel that this level of reserves represents good financial planning given the size and age of our charity, and context of our work.



# 2023/2024 Accounts

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# Independent Examiner's Report

## Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2024

I report to the trustees on my examination of the financial statements of CYCLE SISTERS ('the charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

### Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Act and 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, Report and Opinion

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:

- Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- The financial statements do not accord with those records; or
- The financial statements do not comply with the applicable requirements concerning the form and content of
- accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Signed:



MISS M. GASTON - Independent Examiner

Member of the Institute of Financial Accountants

Barking Enterprise Centre  
50 Cambridge Road  
Barking  
IG11 8FG

This report was signed on 18 November 2023

# Trustees' Financial Report

The Trustees present the Accounts for the year ended 31 March 2024.

## **The charity's name.**

The legal and operating name of the charity is: CYCLE SISTERS.

## **The charity's areas of operation and UK charitable registration.**

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1183189.

The charity does not operate in any overseas jurisdictions.

## **Legal structure of the charity**

The charity is constituted as a Charitable Incorporated Organisation (CIO) in England & Wales. The governing document of the charity is the constitution of the CIO as approved by the Charity Commission in England & Wales (CCEW).

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals.

## Statement of Financial Activities for the year ended 31 March 2024

	SORP Ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024 £	2024 £	2024 £	2023 £
<b>Income from:</b>					
Donations	A1	16,638	113,666	130,304	115,743
<b>Total income</b>	<b>A</b>	<b>16,638</b>	<b>113,666</b>	<b>130,304</b>	<b>115,743</b>
<b>Expenditure on:</b>					
Charitable activities	B2	4,089	88,556	92,645	61,589
<b>Total expenditure</b>	<b>B</b>	<b>4,089</b>	<b>88,556</b>	<b>92,645</b>	<b>61,589</b>
<b>Net income for the year</b>		<b>12,549</b>	<b>25,109</b>	<b>37,658</b>	<b>54,154</b>
Transfers between funds		6,077	(6,077)	-	-
<b>Net movement in funds</b>		<b>18,626</b>	<b>19,032</b>	<b>37,658</b>	<b>54,154</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>	<b>E</b>	<b>33,702</b>	<b>66,842</b>	<b>100,544</b>	<b>46,390</b>
<b>Total funds carried forward</b>		<b>52,328</b>	<b>85,874</b>	<b>138,202</b>	<b>100,544</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

The notes attached on pages 10 to 15 form an integral part of these accounts.

## Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Unrestricted funds	Restricted funds	Prior Year Total funds
		2023 £	2023 £	2023 £
<b>Income from:</b>				
Donations	A1	<u>24,406</u>	<u>91,337</u>	<u>115,743</u>
<b>Total income</b>	<b>A</b>	<b><u>24,406</u></b>	<b><u>91,337</u></b>	<b><u>115,743</u></b>
<b>Expenditure on:</b>				
Charitable activities	B2	<u>4,028</u>	<u>57,561</u>	<u>61,589</u>
<b>Total expenditure</b>	<b>B</b>	<b><u>4,028</u></b>	<b><u>57,561</u></b>	<b><u>61,589</u></b>
<b>Net income for the year</b>		<b><u>20,378</u></b>	<b><u>33,776</u></b>	<b><u>54,154</u></b>
<b>Net movement in funds</b>		<b><u>20,378</u></b>	<b><u>33,776</u></b>	<b><u>54,154</u></b>
<b>Reconciliation of funds:</b>	<b>E</b>			
Total funds brought forward		<u>13,324</u>	<u>33,066</u>	<u>46,390</u>
Total funds carried forward		<b><u>33,702</u></b>	<b><u>66,842</u></b>	<b><u>100,544</u></b>

All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

The notes attached on pages **10** to **15** form an integral part of these accounts.

## Resources applied in the year ended 31 March 2024 towards fixed assets for Charity use:

	2024 £	2023 £
Funds generated in the year as detailed in the SOFA	<u>37,658</u>	<u>54,154</u>
<b>Net resources available to fund charitable activities</b>	<u><u>37,658</u></u>	<u><u>54,154</u></u>

## Movements in revenue and capital funds for the year ended 31 March 2024

Revenue accumulated funds	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Prior Year Total funds 2023 £
Accumulated funds brought forward	33,702	66,842	100,544	46,390
Recognised gains and losses before transfers	12,549	25,109	37,658	54,154
Transfers	<u>6,077</u>	<u>(6,077)</u>	<u>-</u>	<u>-</u>
<b>Closing revenue funds</b>	<u><u>52,328</u></u>	<u><u>85,874</u></u>	<u><u>138,202</u></u>	<u><u>100,544</u></u>
Summary of funds	Unrestricted and Designated funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Prior Year Total funds 2023 £
Revenue accumulated funds	<u>52,328</u>	<u>85,874</u>	<u>138,202</u>	<u>100,544</u>
<b>Total funds</b>	<u><u>52,328</u></u>	<u><u>85,874</u></u>	<u><u>138,202</u></u>	<u><u>100,544</u></u>

The notes attached on pages 10 to 15 form an integral part of these accounts.

## Income and Expenditure Account for the year ended 31 March 2024

<b>Income</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Income from operations	128,638	112,582
Refunds from HMRC on gift aided donations	1,666	3,161
<b>Gross income in the year before exceptional items</b>	<b>130,304</b>	<b>115,743</b>
<b>Gross income in the year including exceptional items</b>	<b>130,304</b>	<b>115,743</b>
<b>Expenditure</b>		
Charitable expenditure, excluding depreciation	92,199	58,546
Governance costs	446	3,043
<b>Total expenditure in the year</b>	<b>92,645</b>	<b>61,589</b>
<b>Net income before tax in the financial year</b>	<b>37,658</b>	<b>54,154</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>37,658</b>	<b>54,154</b>
<b>Retained surplus for the financial year</b>	<b>37,658</b>	<b>54,154</b>

All activities derive from continuing operations

The headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 10 to 15 form an integral part of these accounts.

## Balance Sheet as at 31 March 2024

	Note	SORP	2024 £	2023 £
<b>Current assets</b>		B		
Cash at bank and in hand		B4	138,202	100,544
<b>Net current assets</b>			138,202	100,544
<b>The total net assets of the charity</b>			<u>138,202</u>	<u>100,544</u>

### The total net assets of the charity are funded by the charities funds, as follows:

<b>Restricted funds</b>				
Restricted Revenue Funds	8	D2	85,874	66,842
<b>Unrestricted Funds</b>				
Unrestricted Revenue Funds	8	D3	52,328	33,702
<b>Total charity funds</b>			<u>138,202</u>	<u>100,544</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA.

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 3.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.



**SAMRA SAID**  
Trustee

Approved by the board of trustees on 9<sup>th</sup> December 2024

The notes attached on pages 10 to 15 form an integral part of these accounts.

# Notes to the Accounts for the year ended 31 March 2024

## 1 Accounting policies.

### ***Policies relating to the production of the accounts.***

#### **Basis of preparation and accounting convention**

The accounts have been prepared on the cash basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW), effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

#### **Going Concern**

The charitable activities are dependent on receipt of grants and voluntary donations. Consequently, future flows of these funding streams are uncertain. The Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

#### **Risks and future assumptions**

The charity is a public benefit entity.

### ***Policies relating to categories of income and income recognition.***

#### **Nature of income**

Gross income represents the value of grants from government and public bodies, also donations received from donors.

#### **Categories of Income**

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

**Income from exchange transactions** is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

**Income from a non-exchange transaction** is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

## Income recognition

Income, whether from exchange or non-exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

## Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

## Income from legacies

There are no legacy funds.

## Donated goods, facilities and services

**Donated fixed assets** are recognised at the current fair value. All such donations are recognised as donation income and debited to fixed assets.

**Donated services and facilities** (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received, (provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

## ***Policies relating to expenditure on goods and services provided to the charity.***

### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated.

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

### **Allocating costs to activities**

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is:

**Staffing** - on the basis of time spent in connection with any particular activity.

**Staffing** - on a per capita basis, based on the number of people employed within any particular activity.

**Premises related costs** - on the proportion of floor area occupied by a particular activity.

**Non-specific support costs** - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

### **Volunteers**

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 4.

### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

### **Financial instruments including cash and bank balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

### **Fund Accounting**

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

There are no endowment funds

## 2 Liability to taxation.

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose.

## 3 Winding up or dissolution of the charity.

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

## 4 The contribution of volunteers.

The charity depends on the support of its volunteers, which is much appreciated. The volunteers work tirelessly in achieving the goals of the charity and their contributions are invaluable. The volunteers and the charity accept no contract of employment is created by these arrangements.

## 5 Remuneration and payments to Trustees and persons connected with them.

	2024	2023
	£	£
Saiyyidah Najmus-Sabah Zaidi	282	1,990

The Trustee has received payments for project work (Prior year: secretarial), as agreed between the charity and the trustee.

## 6 Trustees' expenses.

	2024	2023
	£	£
The amount reimbursed to trustees	164	93

The nature of the trustees' expenses was travel and subsistence.

## 7 Income and Expenditure account summary.

	2024	2023
	£	£
At 1 April 2023	100,544	46,390
Surplus after tax for the year	<u>37,658</u>	<u>54,154</u>
<b>At 31 March 2024</b>	<b><u>138,202</u></b>	<b><u>100,544</u></b>

## 8 Detail of how particular funds are represented by assets and liabilities

At 31 March 2024	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Current Assets	52,328	-	85,874	138,202
	<u>52,328</u>	<u>-</u>	<u>85,874</u>	<u>138,202</u>
At 1 April 2023	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Current Assets	33,702	-	66,842	100,544
	<u>33,702</u>	<u>-</u>	<u>66,842</u>	<u>100,544</u>

## 9 Change in total funds over the year as shown in Note 8, analysed by individual funds

	Funds brought forward from 2023	Movement in funds in 2024	Transfers between funds in 2024	Funds carried forward to 2024
	£	£	£	£
<b>Unrestricted and designated funds:</b>		See Note 10		
Unrestricted Revenue Funds	33,702	12,549	6,077	52,328
<b>Total unrestricted and designated funds</b>	<u>33,702</u>	<u>12,549</u>	<u>6,077</u>	<u>52,328</u>
<b>Restricted funds:</b>				
Donations	66,842	113,666	(6,077)	174,431
Expenditure on charitable activities		(88,556)		(88,556)
<b>Total restricted funds</b>	<u>66,842</u>	<u>25,109</u>	<u>(6,077)</u>	<u>85,874</u>
<b>Total charity funds</b>	<u>100,544</u>	<u>37,658</u>	<u>-</u>	<u>138,202</u>

## 10 Analysis of movements in funds over the year as shown in Note 9

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2024	2024	2024	2024
	£	£	£	£
<b>Unrestricted and designated funds:</b>				
Unrestricted Revenue Funds	16,638	(4,089)	-	12,549
Designated Revenue Funds	-	-	-	-
<b>Restricted funds:</b>				
Donations	113,666	-	-	113,666
Expenditure on charitable activities	-	(88,556)	-	(88,556)
	<u>130,304</u>	<u>(92,645)</u>	<u>-</u>	<u>37,658</u>

## 11 The purposes for the funds

### *Unrestricted and designated funds:*

Unrestricted Revenue Funds	These funds are held for meeting the objectives of the charity, and to provide reserves for future activities, and, subject to charity legislation, are free from all restrictions on their use.
Unrestricted Revaluation Reserve	This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

### *Restricted funds:*

Restricted Fixed Asset Funds	The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.
Restricted Revaluation Reserve	This fund represents the restricted surplus arising on the revaluation of the charity's assets.

## 12 Ultimate controlling party

The charity is under the control of its legal members.

## Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

This analysis is classified by conventional nominal descriptions and not by activity.

### 13 Donations and Grants

#### Donations and gifts from individuals (Include HMRC refunds on gift aided donations)

Current Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024	2024	2024	2023
		£	£	£	£
Small donations		12,063	150	12,213	22,946
Refunds from HMRC on gift aided donations		1,666	-	1,666	3,161
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>13,729</b>	<b>150</b>	<b>13,879</b>	<b>26,107</b>

Prior Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds
		2023	2023	2023
		£	£	£
Small donations		21,245	1,701	22,946
Refunds from HMRC on gift aided donations		3,161	-	3,161
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>24,406</b>	<b>1,701</b>	<b>26,107</b>

#### Revenue grants from government and public bodies

Current Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024	2024	2024	2023
		£	£	£	£
Hounslow Council		-	10,256	10,256	5,031
Lee Valley Regional Park Authority		-	-	0	3,000
Redbridge Council		-	3,500	3,500	4,500
Sport England		-	14,986	14,986	4,797
Tower Hamlets Council		-	-	0	5,036
Waltham Forest Council		-	2,500	2,500	-
<b>Total public sector revenue grants</b>	<b>A1</b>	<b>-</b>	<b>31,242</b>	<b>31,242</b>	<b>22,364</b>

Prior Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds
		2023	2023	2023
		£	£	£
Hounslow Council		-	5,031	5,031
Lee Valley Regional Park Authority		-	3,000	3,000
Redbridge Council		-	4,500	4,500
Sport England		-	4,797	4,797
Tower Hamlets Council		-	5,036	5,036
<b>Total public sector revenue grants</b>	<b>A1</b>	<b>-</b>	<b>22,364</b>	<b>22,364</b>

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

Revenue grants from Charities and Private Bodies

<i>Current Year</i>	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
	2024	2024	2024	2023
	£	£	£	£
Total Charities and Private Bodies Grants	4,800	76,427	81,227	67,121

<i>Prior Year</i>	Unrestricted funds	Restricted funds	Total funds
	2023	2023	2023
	£	£	£
Total Charities and Private Bodies Grants	-	67,121	67,121

Total Donations and Grants

<i>Current Year</i>	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024	2024	2024	2023
		£	£	£	£
Total Donations and Grants	A1	16,638	113,666	130,304	115,743

<i>Prior Year</i>	SOFA ref	Unrestricted funds	Restricted funds	Prior Year Total funds
		2023	2023	2023
		£	£	£
Total Donations and Grants	A1	24,406	91,337	115,743

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

## 14 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	SOFA ref	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Prior Year Total funds 2023 £
<b>Direct charitable expenditure</b>					
Staffing Costs - Projects & Core		168	65,535	<b>65,703</b>	38,389
Training Instructors & Ride Leaders		452	7,724	<b>8,176</b>	4,189
Venues & Events		972	4,801	<b>5,773</b>	2,078
Equipment		8	831	<b>839</b>	1,118
Volunteer expenses		25	1,087	<b>1,112</b>	758
Cycle lessons		-	640	<b>640</b>	160
Ancillary direct project costs		1,089	6,152	<b>7,241</b>	9,313
<b>Total direct spending</b>	<b>B2a</b>	<b>2,714</b>	<b>86,770</b>	<b>89,484</b>	<b>56,005</b>
<i>Prior Year</i>	SOFA ref	Unrestricted funds 2023 £	Restricted funds 2023 £	Prior Year Total funds 2023 £	
<b>Direct charitable expenditure</b>					
Staffing Costs - Projects & Core		-	38,389	<b>38,389</b>	
Training Instructors & Ride Leaders		-	4,189	<b>4,189</b>	
Venues & Events		-	2,078	<b>2,078</b>	
Equipment		-	1,118	<b>1,118</b>	
Volunteer expenses		-	758	<b>758</b>	
Cycle lessons		-	160	<b>160</b>	
Ancillary direct project costs		2,712	6,601	<b>9,313</b>	
<b>Total direct spending</b>	<b>B2a</b>	<b>2,712</b>	<b>53,293</b>	<b>56,005</b>	

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

## 15 Support costs for charitable activities

Current Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024 £	2024 £	2024 £	2023 £
<b>Administrative overheads</b>					
Membership subscriptions		911	120	1,031	781
Software licences and expenses		158	-	158	151
Staffing costs		-	916	916	1,170
Liability and contents insurance		292	318	610	439
<b>Total support costs - Current Year</b>	<b>B2d</b>	<b>1,361</b>	<b>1,354</b>	<b>2,715</b>	<b>2,541</b>
<b>Prior Year</b>					
Prior Year	SOFA ref	Unrestricted funds	Restricted funds	Prior Year Total funds	
		2023 £	2023 £	2023 £	
<b>Administrative overheads</b>					
Membership subscriptions		-	781	781	
Software licences and expenses		-	151	151	
Staffing costs		330	840	1,170	
Liability and contents insurance		-	439	439	
<b>Total support costs - Prior Year</b>	<b>B2d</b>	<b>330</b>	<b>2,211</b>	<b>2,541</b>	

The basis of allocation of costs between activities is described under accounting policies

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

## 16 Other Expenditure - Governance costs

Current Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024 £	2024 £	2024 £	2023 £
Independent Examiner's fees		-	-	-	960
Trustees' remuneration		-	282	282	1,990
Trustees' expenses		14	150	164	93
<b>Total Governance costs</b>	<b>B2e</b>	<b>14</b>	<b>432</b>	<b>446</b>	<b>3,043</b>

Prior Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	
		2023 £	2023 £	2023 £	
Independent Examiner's fees			960	960	
Trustees' remuneration		986	1,004	1,990	
Trustees' expenses			93	93	
<b>Total Governance costs</b>	<b>B2e</b>	<b>986</b>	<b>2,057</b>	<b>3,043</b>	

## 17 Total Charitable expenditure

Current Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	Prior Year Total funds
		2024 £	2024 £	2024 £	2023 £
Total direct spending	B2a	2,714	86,770	89,484	56,005
Total support costs	B2d	1,361	1,354	2,715	2,541
Total Governance costs	B2e	14	432	446	3043
<b>Total charitable expenditure</b>	<b>B2</b>	<b>4,089</b>	<b>88,556</b>	<b>92,645</b>	<b>61,589</b>

Prior Year	SOFA ref	Unrestricted funds	Restricted funds	Total funds	
		2023 £	2023 £	2023 £	
Total direct spending	B2a	2,712	53,293	56,005	
Total support costs	B2d	330	2,211	2,541	
Total Governance costs	B2e	986	2,057	3043	
<b>Total charitable expenditure</b>	<b>B2</b>	<b>4,028</b>	<b>57,561</b>	<b>61,589</b>	

## Activity analysis of Income and expenditure for the year ended 31 March 2024

This analysis is classified by activity and not by conventional nominal descriptions.

### 18 Analysis of income by activity

Activity	SOFA ref	2024 £	2023 £
Donations and Grants	A1	130,304	115,743
Total income as shown in the SOFA	A	<u>130,304</u>	<u>115,743</u>

### 19 Analysis of charitable expenditure by activity

Activity	Direct costs	Support costs	Grant funded activities	Total	Total
	2024 £	2024 £	2024 £	2024 £	2023 £
<b>Primary purpose and ancillary trading<sup>1</sup></b>					
Direct costs	89,484	-	-	89,484	56,005
Administrative overheads	-	2,715	-	2,715	2,541
<b>Total Primary purpose and ancillary trading<sup>1</sup></b>	<u>89,484</u>	<u>2,715</u>	<u>-</u>	<u>92,199</u>	<u>58,546</u>
<b>Summary of charitable costs by activity</b>					
	2024 £	2024 £	2024 £	2024 £	2023 £
Total Primary purpose and ancillary trading <sup>1</sup>	89,484	2,715	-	92,199	58,546
Total Governance costs as detailed in Note 16		446	-	446	3,043
<b>Total charitable expenditure</b>	<u>89,484</u>	<u>3,161</u>	<u>-</u>	<u>92,645</u>	<u>61,589</u>

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (i.e. nominal classification) is detailed in note 17

### Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
	2024	2024	2024	2024	2024
	£	£	£	£	£
Primary purpose and ancillary trading <sup>1</sup>	446	-	916	1,799	3,161
<b>Grand Total</b>	<b>446</b>	<b>-</b>	<b>916</b>	<b>1,799</b>	<b>3,161</b>

### 20 Analysis of non-charitable expenditure by activity

Governance costs	2024	2023
	£	£
Other Expenditure - Governance costs as detailed in Note 16	446	3,043



**cycle &  
sisters**

[cyclesisters.org.uk](https://cyclesisters.org.uk)

Registered charity no. 1183189

**CYCLE SISTERS**

England & Wales - Charity number 1183189

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# Accounts

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The Charity Registration Number is :- 1183189

CYCLE SISTERS  
Report and Accounts  
31 March 2023

## **CYCLE SISTERS**

### **Report and accounts for the year ended 31 March 2023**

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# CYCLE SISTERS

## Trustees' Annual Report for the year ended 31 March 2023

The Trustees present their Report and Accounts for the year ended 31 March 2023.

### Reference and administrative details

#### *The charity name.*

The legal name of the charity is:- CYCLE SISTERS.

The charity is also known by its operating name, CYCLE SISTERS.

#### *The charity's areas operation and UK charitable registration.*

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1183189.

The charity does not operate in any overseas jurisdictions.

#### *Legal structure of the charity*

The charity is constituted as a Charitable Incorporated Organisation (CIO) in England & Wales. The governing document of the charity is the constitution of the CIO as approved by the Charity Commission in England & Wales (CCEW).

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals.

### Administrative Details

Registered Charity Number	1183189
Registered Address	9 Frinton Drive, Woodford Green, IG8 9ND
Bankers	NatWest Walthamstow Central 204 High Street Walthamstow London E17 7LL
Board of Trustees	Samra Said, Chair Saiyyidah Najmus-Sabah Zaidi, Secretary Zainab Arian, Treasurer Carolyn Axtell

# **CYCLE SISTERS**

## **Trustees' Annual Report for the year ended 31 March 2023**

### **Introduction from the Chair, Samra Said**

It has certainly been a very busy and exciting 12 months for Cycle Sisters. In line with our strategic plan, we have focused our efforts on building our capacity as an organisation. Our partnership with London Marathon Foundation has been hugely important in helping us to work towards becoming more effective and sustainable. I am excited about the launch of a series of guides and impact report later in 2023 which will demonstrate how far we have come as an organisation.

We've continued to prioritise our volunteers this year, holding our first ever get together of our volunteer network, with over 50 women joining us for a celebration of their incredible commitment towards enabling thousands of women to begin their cycling journeys. I am incredibly grateful to every single volunteer who gives their time and energy to making Cycle Sisters what it is.

Our programmes have continued to go from strength to strength with several new groups and rides across London, meaning that we can offer our service to even more women in the months and years ahead. I am particularly excited by the expansion of our Teen Bikers project, aimed at supporting 13-17 year olds to cycle. This project really is about inspiring the next generation of Muslim women, opening up the joy of a lifetime of cycling ahead.

I am very proud of the many collaborations that Cycle Sisters has been involved with this year. Working with other committed organisations and individuals in the sector has undoubtedly helped us to have more of an impact and work towards our vision of cycling being truly inclusive for all. I'd like to thank all of the many partners that we've had the privilege to work with.

## CYCLE SISTERS

### Trustees' Annual Report for the year ended 31 March 2023

#### Our structure

This is our fourth year as a registered charity. We are run by our trustees and members and have contractors delivering projects. Our groups (currently 10 in total) are run by coordinating volunteers overseen by our staff/contractor team. They are not independently governed.

This year our trustee board remained stable with no new trustees or trustees leaving the board. They continued to provide us outstanding support in many areas including financial oversight, partnerships and organisational development.

#### Key activities and achievements

##### 1. Programmes

Building our capacity, improving our reach and establishing our sustainability have been the focus of our work this year. We are now into the second and final year of delivering our London Marathon Foundation (LMF) funded grant which has enabled us to build our internal capacity and supported us to pilot new systems and approaches. Our evaluation project, funded by them, has been a big piece of work this year and will help us better understand and communicate our impact.

This year we have set up one further group in Ealing and formalised our Road Club by training a pool of Ride Leaders. We have also continued to grow the capacity of our current groups with a continued commitment to improve our offer in all the boroughs where we have a presence. In Tower Hamlets for example we have recently secured funding from **Tower Hamlets GP Care Group** to run a project targeted at the Somali community ensuring that Muslim women from all walks of life and diverse backgrounds can access cycling.

#### Capacity Building and Evaluation:

Building on the work funded by LMF last year we have now recruited and are piloting the role of a '**Ride Bookings Coordinator**' within our central staff team. Over time it became increasingly clear that the admin requirements for our weekly rides were too much for our volunteer teams and that our sustainability required for this to become a centralized and paid role. This role has become crucial to the running of our core activities and groups and we will be working to secure funding for it on an ongoing basis. The Ride Bookings Coordinator works closely alongside our Area Coordinators for the groups and our volunteer teams who coordinate the rotas and weekly rides.

As mentioned, last year we commissioned independent researcher **Esther Anaya Boig to undertake an evaluation of the impact of our led rides** with a focus on the work funded by the LMF. This will culminate in a report which will be published in the summer. We very much hope the findings will support our future planning, provide a case for future funding and demonstrate the importance of our work within the active travel sector. Our Operations and Programmes and Partnerships Leads have been working very closely with Esther to develop the evaluation tools such as a registration questionnaire, which have been made possible through the roll out of our booking software Playwaze, and follow up survey. We are really excited to see the results of this study next year and will present the findings in an online event alongside the launch of 3 guides which will share our own learnings about cycling for diverse communities.

## CYCLE SISTERS

### Trustees' Annual Report for the year ended 31 March 2023

#### Volunteer management and recognition:

We have continued to stand by our commitment to put **Volunteer Reward and Recognition** at the heart of what we do. All our groups are run by teams of incredibly dedicated volunteers and ensuring that they feel heard, valued and supported is essential to the continued success of our activities.

In July 2022 we held our first '**Volunteer Thank you event**' which was supported by **Arnold Clark** and the **Lee Valley Park Authority**. It took place at the Lee Valley Velopark which was attended by over 50 of our Ride Leaders, our staff team and trustees and included presentations, workshops and a chance to try out the road circuit. It was a huge success and enjoyed by volunteers and staff alike.

In November 2022 we gave our Ride Leader teams the opportunity to enjoy '**Tea and Cake**' together at a local cafe to celebrate their achievements and provide a team building opportunity.

We have introduced **quarterly Volunteer Updates** (circulated by email) and **online Skills Sessions** as a commitment keeping our volunteers in the loop as the organisation grows and to value our Ride Leaders skills development.

**Quality Assurance** continues to be a focus - as well as our Area Coordinators being embedded within the local groups, we have an **annual 'mentor' visit and Coordinator call** with the Coordinators and Area Coordinator. These aim to support the Ride Leaders team alongside ensuring the quality and consistency of our ride experience.

We are also aware of the need to constantly **train new Ride Leaders** to allow for the inevitable turnover as circumstances and commitments change. We recognise this as an ongoing challenge for the organisation and will commit to continue to run 2-4 Ride Leader training each year. Our Programmes and Partnerships lead, Sarah Javaid, continues to deliver these courses through our partnership with British Cycling. This year we ran the following courses:

- 1) **October 2022, Waltham Forest**, funded by **LMF**. We trained 6 new Ride Leaders for our North and East London groups
- 2) **November 2022, Hounslow**, funded by **LMF**. We trained 5 new Ride Leaders for our Ealing group and Hanworth (Hounslow) rides
- 3) **March 2023, Redbridge** funded by **British Cycling**. We trained 8 new Ride Leaders for our Road Club

#### Current and new groups:

Our newest group in the borough of Ealing started its formal rides in January 2023. These are run fortnightly and have proved popular. The set up of this group was supported by our **LMF** project funding.

We also started a new weekday ride in Hounslow borough from a different start point and area of the borough. This was with the intention to target a different demographic and population. These rides starting in November 2022 and are going well. This development was supported by LMF.

We have also formalised our Cycle Sisters Road Club which provides opportunities for sisters who want to take a step up from our group rides and develop road cycling skills. We trained 8 Ride Leaders in March with the support of funding from **British Cycling (Together Fund)** and will now be able to run rides in the North, East and West of London.

Our 8 established groups (Hackney, Haringey, Hounslow, Lambeth/Wandsworth, Newham, Redbridge, Tower Hamlets, Waltham Forest) continued to run their weekly rides throughout this year. We now have a network of around 1500 members across all these groups. We have managed to secure grant funding for these groups from a range of different funders - local councils, statutory bodies and grant giving foundations which have included **TfL, Redbridge Council, Hounslow Council, Waltham Forest Council, Sustrans, Newham Council, Hackney Council, Faith Action, Lyle's Local Fund, Tower Hamlets Council and Tower Hamlets GPCG**.

## CYCLE SISTERS

### Trustees' Annual Report for the year ended 31 March 2023

Our **Teen Bikers project**, which offers cycle lessons and led rides for 13-17 year old teenage girls, continued in Waltham Forest with regular rides in school holidays. We also secured funding from **Sport England (Jubilee Fund)** to expand our provision to Redbridge and continue our provision in Waltham Forest. Rides will commence in May 2023 and we are really excited by this development.

#### 2. Fundraising

This year we have piloted a calendar of fundraising events which we hope to continue into future years to generate much needed unrestricted funds for the organisation.

**London Marathon Events** very kindly supported us with discounted places for **Ride London in May 2022**. We offered these within our network and asked that members fundraise for us. 109 members took up this offer of places across the 30, 60 and 100 miles distances and we utilized our Ride Leader team to offer training rides in the build up to the event. We raised over £7000 and were also thrilled to be part of a movement that saw a diverse and much more representative event contributing to our aim to ensure that Muslim women are visible at mainstream cycling events.

In **September 2022** we ran our very first sportive, **Tour de Cycle Sisters**, in collaboration with the **Rapha Women's 100** which aims to raise the profile of women in cycling. The event was funded by the **Lee Valley Park Authority** and supported by the **Lee Valley Velopark, Albra, Palmers Green Mosque** and **More than Right Bicycles**. 50 women took part in a 100km ride throughout Essex raising over £6000 for Cycle Sisters and **The Bike Project**. We also received incredibly positive feedback about the inclusivity and accessibility of the event. We supported riders who hadn't taken part in sportives previously with Ride Leader led groups on the day itself and training plans. In the lead up our Ride Leaders ran training rides and we also secured funding from **Newham Council** to run a series of skills focussed training sessions at the Lee Valley Velopark.

In **February 2023** we ran our annual winter cycling challenge, **Smiles and Miles**. 168 women from across all our borough joined the challenge raising over £2000 and cycling 28,539 miles in just 4 weeks. We provide motivation with themed weeks and prizes for various categories with the aim of encouraging more independent cycling at a time of year when many struggle with motivation. It also encourages borough meet ups and a chance for people to come together socially and informally to ride together more. Thank you to our sponsors for donating prizes - **Cycle Chic, Cycle Spirit** and **A & S Cycles**.

This year we have also worked on developing our partnerships with corporates who share our goals of promoting inclusion and diversity in cycling. **Albra** supported us with some funding for our core costs. **Muc-Off** approached us to be part of their 'Move Over' campaign about breaking barriers to cycling for women with funds raised from sales of some of their products being donated to charity partners including Cycle Sisters. We continued to work with **Rapha** who supported us with gifts for our volunteers and riders for Tour de Cycle Sisters and doing a social media takeover during the Tour de Cycle Sister event.

#### 3. Representation and partnership work

This year we continued to focus on finding opportunities to increase the representation of Muslim women more widely within the cycling sector. Through our pool of trained staff, Trustee and volunteer Spokespeople we've been involved with a number of media and publicity opportunities including:

- Hosting a visit from the **London Assembly's Health Committee** to our Redbridge group which was featured on **London Live** and **Evening Standard**
- Our Hounslow group and Chair featured in the **Department for Transport's** 'Transport Stories' series
- Our Hounslow group featured on the **Jeremy Vine Show**
- Speaking about Cycle Sisters at events including **London Cycling & Walking Conference, Transport for London / Trace TV Film Screening, Brompton One Million Bikes event**.

We'd like to thank **Fusion Media** for supporting us with producing a series of short videos about our Ride Leaders which are available on our YouTube channel.

## CYCLE SISTERS

### Trustees' Annual Report for the year ended 31 March 2023

We were also delighted to win the 'Diversity & Inclusion Award' at the **Sports & Recreation Alliance Awards** in March and receive the award from HRH Duke of Edinburgh. Our Founder, Sarah Javaid, was included on the prestigious BBC Radio 4 **Women's Hour Power List 2023**.

In addition to the partners mentioned above, we continued to maintain our strong partnerships with other key organisations within the cycling, active travel and sports development sectors. These include **Sported, Cycling UK, Transport for London, Evolve**, and **London Cycling Campaign**. We have also worked closely with cycle training providers in the boroughs we work in - **Cycle Confident, Bikeworks** and **Cycling Instructor** and their support has been invaluable.

We would also like to thank all the **councils** in the boroughs that we are working within - **Ealing, Haringey, Hackney Hounslow, Lambeth, Newham, Redbridge, Tower Hamlets, Waltham Forest, Wandsworth** - who provide incredible support in various ways including funding, access to bikes and other initiatives.

Other organisations we would like to thank for their contribution to our work this year are: **Shabana Ahmed, Maggie Shi** and **Eva Huang** who provided voluntary design services, **Irfan Ahmed from One Agency** for design work, **Tom Moreland of More than Right Bicycles** for offering discounted bike maintenance checks for our riders in the run up to RideLondon, **Safe 4 All** for running our volunteer first aid courses, **Jenna Selby** who did several photoshoots for us, **LME** for donating nutrition bars and gels for Tour de Cycle Sisters, **Peddle My Wheels** for donating bikes for our Ealing group, **Viewtube** who provide access to bikes in Newham, **Osterley Park, National Trust** who have committed to provide free access to bikes in Hounslow, **Hadley Property Group** who we partnered with to provide Brompton loans for riders in Lambeth, **St Stephens Health Centre** for providing bike storage in Tower Hamlets, **A and S Cycles** in Hackney for their bike maintenance support and **Brabazon Centre** in Hounslow who provided a free venue for our first aid and Ride Leader training.

#### Financial Review

The organisation remained financially strong during this period, despite the lingering impact of the pandemic including an ever-increasingly competitive funding environment. Our largest funder continued to be the London Marathon Foundation, with a number of other new grants being secured.

This year, we have identified the importance of diversifying our income streams so that we are not fully reliant on grants. We introduced a calendar of fundraising events which generated in excess of £15,000 for the organisation, as well as establishing new corporate partnerships and piloting sales of some cycling-related merchandise.

Wherever possible, a contribution towards overheads is included within grant applications (with the goal of full cost recovery), and along with the unrestricted funds that we've generated, we've been able to build up our reserves to cover 6 months' worth of essential running costs. We have continued to maintain the good financial systems put in place a few years ago, ensuring that we have a strong handle over all our financial processes.

A number of grants were received at the end of the financial year for projects starting in the next financial year.

## **CYCLE SISTERS**

### **Trustees' Annual Report for the year ended 31 March 2023**

#### **Statement of Trustees' Responsibilities**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP).

In particular, charity law requires the Trustees, if they prepare accounts on an accruals basis, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- 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 charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

This report was approved by the board of trustees on 7 December 2023.



**SAMRA SAID**

Trustee

## CYCLE SISTERS

### Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2023

I report to the trustees on my examination of the financial statements of CYCLE SISTERS ('the charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Act and 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, Report and Opinion

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:

Accounting records were not kept in respect of the charity as required by section 130 of the Act; or

The financial statements do not accord with those records; or

The financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Signed:-

  
[peterjayawardene \(Dec 13, 2023 13:54 GMT\)](#)

MR P. JAYAWARDENE - Independent Examiner

Member of The Institute of Chartered Accountants

Hamilton House  
4A The Avenue  
London  
E4 9LD

This report was signed on 13 December 2023

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2023

### Statement of Financial Activities for the year ended 31 March 2023

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2023	2023	2023	2022
		£	£	£	£
<b>Income &amp; Endowments from:</b>					
Donations & Legacies	A1	24,406	91,337	115,743	85,370
<b>Total income</b>	<b>A</b>	<b>24,406</b>	<b>91,337</b>	<b>115,743</b>	<b>85,370</b>
<b>Expenditure on:</b>					
Charitable activities	B2	4,028	57,561	61,589	70,979
<b>Total expenditure</b>	<b>B</b>	<b>4,028</b>	<b>57,561</b>	<b>61,589</b>	<b>70,979</b>
<b>Net income for the year</b>		<b>20,378</b>	<b>33,776</b>	<b>54,154</b>	<b>14,391</b>
<b>Net movement in funds</b>		<b>20,378</b>	<b>33,776</b>	<b>54,154</b>	<b>14,391</b>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>		13,324	33,066	46,390	31,999
<b>Total funds carried forward</b>		<b>33,702</b>	<b>66,842</b>	<b>100,544</b>	<b>46,390</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

**The notes attached on pages 14 to 19 form an integral part of these accounts.**

**CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2023**

**CYCLE SISTERS - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP**

	SORP Ref	Prior Year Unrestricted Funds 2022 £	Prior Year Restricted Funds 2022 £	Prior Year Total Funds 2022 £
<b>Income &amp; Endowments from:</b>				
Donations & Legacies	A1	10,168	75,202	<b>85,370</b>
<b>Total income</b>	<b>A</b>	<u>10,168</u>	<u>75,202</u>	<u><b>85,370</b></u>
<b>Expenditure on:</b>				
Charitable activities	B2	1,845	69,134	<b>70,979</b>
<b>Total expenditure</b>	<b>B</b>	<u>1,845</u>	<u>69,134</u>	<u><b>70,979</b></u>
<b>Net income for the year</b>		<u>8,323</u>	<u>6,068</u>	<u><b>14,391</b></u>
<b>Net movement in funds</b>		<u>8,323</u>	<u>6,068</u>	<u><b>14,391</b></u>
<b>Reconciliation of funds:-</b>	<b>E</b>			
<b>Total funds brought forward</b>		5,001	26,998	<b>31,999</b>
<b>Total funds carried forward</b>		<u>13,324</u>	<u>33,066</u>	<u><b>46,390</b></u>

**All activities derive from continuing operations**

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

**The notes attached on pages 14 to 19 form an integral part of these accounts.**

**CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2023**

**CYCLE SISTERS - Resources applied in the year ended 31 March 2023 towards fixed assets for Charity use:-**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Funds generated in the year as detailed in the SOFA	54,154	14,391
<b>Net resources available to fund charitable activities</b>	<b><u>54,154</u></b>	<b><u>14,391</u></b>

**Movements in revenue and capital funds for the year ended 31 March 2023**

**Revenue accumulated funds**

	<b>Unrestricted Funds 2023 £</b>	<b>Restricted Funds 2023 £</b>	<b>Total Funds 2023 £</b>	<b>Last year Total Funds 2022 £</b>
Accumulated funds brought forward	13,324	33,066	46,390	<b>31,999</b>
Recognised gains and losses before transfers	<u>20,378</u>	<u>33,776</u>	<u>54,154</u>	14,391
	<b>33,702</b>	<b>66,842</b>	<b>100,544</b>	<b>46,390</b>
<b>Closing revenue funds</b>	<b><u>33,702</u></b>	<b><u>66,842</u></b>	<b><u>100,544</u></b>	<b><u>46,390</u></b>

**Summary of funds**

	<b>Unrestricted and Designated funds 2023 £</b>	<b>Restricted Funds 2023 £</b>	<b>Total Funds 2023 £</b>	<b>Last Year Total Funds 2022 £</b>
Revenue accumulated funds	33,702	66,842	<b>100,544</b>	46,390
<b>Total funds</b>	<b><u>33,702</u></b>	<b><u>66,842</u></b>	<b><u>100,544</u></b>	<b><u>46,390</u></b>

The notes attached on pages 14 to 19 form an integral part of these accounts.

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2023

### CYCLE SISTERS

#### Income and Expenditure Account for the year ended 31 March 2023

	2023	2022
	£	£
<b>Income</b>		
Income from operations	112,582	85,344
Refunds from HMRC on gift aided donations	3,161	26
<b>Gross income in the year before exceptional items</b>	<b>115,743</b>	<b>85,370</b>
<b>Gross income in the year including exceptional items</b>	<b>115,743</b>	<b>85,370</b>
<b>Expenditure</b>		
Charitable expenditure, excluding depreciation and amortisation	58,546	70,079
Governance costs	3,043	900
<b>Total expenditure in the year</b>	<b>61,589</b>	<b>70,979</b>
<b>Net income before tax in the financial year</b>	<b>54,154</b>	<b>14,391</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>54,154</b>	<b>14,391</b>
<b>Retained surplus for the financial year</b>	<b>54,154</b>	<b>14,391</b>

All activities derive from continuing operations

The headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 14 to 19 form an integral part of these accounts.**

## CYCLE SISTERS - Balance Sheet as at 31 March 2023

	SORP Note Ref	2023 £	2022 £
<b>Current assets</b>	B		
Cash at bank and in hand	B4	100,544	46,390
<b>Net current assets</b>		100,544	46,390
<b>The total net assets of the charity</b>		<u>100,544</u>	<u>46,390</u>

The total net assets of the charity are funded by the funds of the charity, as follows:-

<b>Restricted funds</b>			
Restricted Revenue Funds	9 D2	66,842	33,066
<b>Unrestricted Funds</b>			
Unrestricted Revenue Funds	9 D3	33,702	13,324
<b>Total charity funds</b>		<u>100,544</u>	<u>46,390</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA.

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 2.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.



**SAMRA SAID**

Trustee

Approved by the board of trustees on 7 December 2023

The notes attached on pages 14 to 19 form an integral part of these accounts.

# CYCLE SISTERS

## Notes to the Accounts for the year ended 31 March 2023

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the cash basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

##### **Going Concern**

The charitable activities are entirely dependent on continuing of the voluntary donations. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

##### **Risks and future assumptions**

The charity is a public benefit entity.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of income**

Gross income represents the value of grants from government and public bodies, also donations received from donors.

##### **Categories of Income**

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

**Income from exchange transactions** is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

**Income from a non-exchange transaction** is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2023

#### Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

#### Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

#### Income from legacies

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy are disclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2023

#### **Donated goods, facilities and services**

**Donated fixed assets** are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received, (provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

#### ***Policies relating to expenditure on goods and services provided to the charity.***

#### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

#### **Allocating costs to activities**

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

**Staffing** - on the basis of time spent in connection with any particular activity.

**Staffing** - on a per capita basis, based on the number of people employed within any particular activity.

**Premises related costs** - on the proportion of floor area occupied by a particular activity.

**Non specific support costs** - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

#### **Volunteers**

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 4.

#### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

#### **Financial instruments including cash and bank balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

# CYCLE SISTERS

## Notes to the Accounts for the year ended 31 March 2023

### Fund Accounting

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

There are no endowment funds.

### 2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose.

### 3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

### 4 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The volunteers work tirelessly in achieving the goals of the charity and their contributions are invaluable. The volunteers and the charity accept no contract of employment is created by these arrangements.

### 5 Remuneration and payments to Trustees and persons connected with them

	2023	2022
	£	£
Saiyyidah Najmus-Sabah Zaidi	1,990	-
<b>Total remuneration</b>	<b>1,990</b>	<b>-</b>

The Trustee has received payments for her secretarial work, as agreed between the charity and the trustee.

### 6 Trustees' expenses

The expenses reimbursed to trustees, or paid directly to third parties, in the current or prior year, was as shown below.

	2023	2022
	£	£
The amount reimbursed to trustees	93	-
	<b>93</b>	<b>-</b>

The nature of the trustees' expenses was :- travel and subsistence.

### 7 Income and Expenditure account summary

	2023	2022
	£	£
At 1 April 2022	46,390	31,999
Surplus after tax for the year	54,154	14,391
<b>At 31 March 2023</b>	<b>100,544</b>	<b>46,390</b>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2023

#### 8 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2023	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	33,702	-	66,842	100,544
	<b>33,702</b>	<b>-</b>	<b>66,842</b>	<b>100,544</b>
At 1 April 2022	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	13,324	-	33,066	46,390
	<b>13,324</b>	<b>-</b>	<b>33,066</b>	<b>46,390</b>

#### 9 Change in total funds over the year as shown in Note 8 , analysed by individual funds

	Funds brought forward from 2022 £	Movement in funds in 2023 £	Transfers between funds in 2023 £	Funds carried forward to 2024 £
		See Note 10	See Note 0	
		£	£	
<b><i>Unrestricted and designated funds:-</i></b>				
Unrestricted Revenue Funds	13,324	20,378	-	33,702
<b>Total unrestricted and designated funds</b>	<b>13,324</b>	<b>20,378</b>	<b>-</b>	<b>33,702</b>
<b><i>Restricted funds:-</i></b>				
Donations & Legacies	33,066	91,337	-	124,403
Expenditure on charitable activities	-	(57,561)	-	(57,561)
<b>Total restricted funds</b>	<b>33,066</b>	<b>33,776</b>	<b>-</b>	<b>66,842</b>
<b>Total charity funds</b>	<b>46,390</b>	<b>54,154</b>	<b>-</b>	<b>100,544</b>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2023

#### 10 Analysis of movements in funds over the year as shown in Note 9

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2023	2023	2023	2023
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	24,406	(4,028)	-	20,378
<b>Restricted funds:-</b>				
Donations & Legacies	91,337	-	-	91,337
Expenditure on charitable activities	-	(57,561)	-	(57,561)
	<b>115,743</b>	<b>(61,589)</b>	<b>-</b>	<b>54,154</b>

#### 11 The purposes for which the funds

##### **Unrestricted and designated funds:-**

Unrestricted Revenue Funds

These funds are held for meeting the objectives of the charity, and to provide reserves for future activities, and, subject to charity legislation, are free from all restrictions on their use.

Unrestricted Revaluation Reserve

This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

##### **Restricted funds:-**

Restricted Fixed Asset Funds

The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Restricted Revaluation Reserve

This fund represents the restricted surplus arising on the revaluation of the charity's assets.

#### 12 Ultimate controlling party

The charity is under the control of its legal members.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

*This analysis is classified by conventional nominal descriptions and not by activity.*

### 13 Donations, Grants and Legacies

<b>Current Year</b>	<b>SOFA ref</b>	<b>Current year</b>	<b>Current year</b>	<b>Current year</b>	<b>Prior Year</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
		<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Donations and gifts from individuals</b>					
		21,245	1,701	<b>22,946</b>	5,298
		3,161	-	<b>3,161</b>	26
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>24,406</b>	<b>1,701</b>	<b>26,107</b>	<b>5,324</b>

All the donations and gifts in the prior year were restricted and unrestricted.

#### Donations and gifts from individuals (Include HMRC refunds on gift aided donations) - Prior Year analysis

<b>Prior year</b>	<b>SOFA ref</b>	<b>Prior Year</b>	<b>Prior Year</b>	<b>Prior Year</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
		<b>2022</b>	<b>2022</b>	<b>2022</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Donations and gifts from individuals</b>				
		2,474	2,824	<b>5,298</b>
		26	-	<b>26</b>
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>2,500</b>	<b>2,824</b>	<b>5,324</b>

<b>Current Year</b>	<b>SOFA ref</b>	<b>Current year</b>	<b>Current year</b>	<b>Current year</b>	<b>Prior Year</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
		<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Revenue grants from government and public bodies</b>					
		-	151	<b>151</b>	7,668
		-	5,000	<b>5,000</b>	-
		-	5,031	<b>5,031</b>	2,915
		-	4,797	<b>4,797</b>	2,152
		-	-	-	11,807
		-	4,500	<b>4,500</b>	2,000
		-	29,007	<b>29,007</b>	39,193
		-	3,500	<b>3,500</b>	-
		-	3,000	<b>3,000</b>	4,341
		-	5,036	<b>5,036</b>	5,000
		-	6,750	<b>6,750</b>	2,486
		-	2,522	<b>2,522</b>	-
		-	16,879	<b>16,879</b>	-
		-	3,463	<b>3,463</b>	2,484
<b>Total public sector revenue grants</b>	<b>A1</b>	<b>-</b>	<b>89,636</b>	<b>89,636</b>	<b>80,046</b>

All the grants in the prior year were restricted and unrestricted.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

### Revenue grants from government and public bodies - Prior Year analysis

<i>Prior Year</i>	SOFA ref	Prior Year Unrestricted Funds 2022 £	Prior Year Restricted Funds 2022 £	Prior Year Total Funds 2022 £
<b>Revenue grants from government and public bodies</b>				
Small grants individually less than £1000		7,668	-	<b>7,668</b>
Hounslow Council		-	2,915	<b>2,915</b>
Sport England		-	2,152	<b>2,152</b>
Hubbub		-	11,807	<b>11,807</b>
Redbridge Council		-	2,000	<b>2,000</b>
London Marathon Charitable Trust		-	39,193	<b>39,193</b>
Lee Valley Regional Park Authority		-	4,341	<b>4,341</b>
Tower Hamlets Council		-	5,000	<b>5,000</b>
Tower Hamlets GPCG		-	2,486	<b>2,486</b>
Others		-	2,484	<b>2,484</b>
<b>Total public sector revenue grants A1</b>		<b>7,668</b>	<b>72,378</b>	<b>80,046</b>

### Total Donations, Grants and Legacies

<i>Current year</i>	SOFA ref	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Current Year Total Funds 2023 £	Prior Year Total Funds 2022 £
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>24,406</b>	<b>91,337</b>	<b>115,743</b>	<b>85,370</b>
<i>Prior year</i>	SOFA ref	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Prior Year Total Funds 2022 £	
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>10,168</b>	<b>75,202</b>	<b>85,370</b>	

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

### 14 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds		
		2023	2023	2023	2022
		£	£	£	£
Direct Project Cost		2,712	53,293	<b>56,005</b>	<b>62,911</b>
<b>Total direct spending</b>	<b>B2a</b>	<u>2,712</u>	<u>53,293</u>	<u>56,005</u>	<u>62,911</u>

All the expenditure in the prior year were restricted and unrestricted.

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	
		2022	2022	2022
		£	£	£
Direct Project Cost		110	62,801	<b>62,911</b>
<b>Total direct spending</b>	<b>B2a</b>	<u>110</u>	<u>62,801</u>	<u>62,911</u>

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

### 15 Support costs for charitable activities

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds		
		2023	2023	2023	2022
		£	£	£	£
<b>Administrative overheads</b>					
Membership subscriptions		-	781	781	418
Software licences and expenses		-	151	151	151
Staffing Costs		330	840	1,170	6,195
Liability and contents insurance		-	439	439	404
<b>Support costs before reallocation</b>		<b>330</b>	<b>2,211</b>	<b>2,541</b>	<b>7,168</b>
<b>Total support costs - Current Year B2d</b>		<b>330</b>	<b>2,211</b>	<b>2,541</b>	<b>7,168</b>

The basis of allocation of costs between activities is described under accounting policies

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	
		2022	2022	2022
		£	£	£
<b>Administrative overheads</b>				
Membership subscriptions		-	418	418
Software licences and expenses		-	151	151
Staffing Costs		1,735	4,460	6,195
Liability and contents insurance		-	404	404
<b>Support costs before reallocation</b>		<b>1,735</b>	<b>5,433</b>	<b>7,168</b>
<b>Total support costs - Prior Year B2d</b>		<b>1,735</b>	<b>5,433</b>	<b>7,168</b>

The basis of allocation of costs between activities is described under accounting policies

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

### 16 Other Expenditure - Governance costs

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	Total Funds	Total Funds
		2023	2023	2023	2022
		£	£	£	£
Independent Examiner's fees		-	960	960	900
Trustees' remuneration		986	1,004	1,990	-
Trustees' expenses		-	93	93	-
<b>Total Governance costs</b>	<b>B2e</b>	<b>986</b>	<b>2,057</b>	<b>3,043</b>	<b>900</b>

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	Total Funds
		2022	2022	2022
		£	£	£
Independent Examiner's fees		-	900	900
<b>Total Governance costs</b>	<b>B2e</b>	<b>-</b>	<b>900</b>	<b>900</b>

### 17 Total Charitable expenditure

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	Total Funds	Total Funds
		2023	2023	2023	2022
		£	£	£	£
Total direct spending	<b>B2a</b>	2,712	53,293	56,005	62,911
Total support costs	<b>B2d</b>	330	2,211	2,541	7,168
Total Governance costs	<b>B2e</b>	986	2,057	3,043	900
<b>Total charitable expenditure</b>	<b>B2</b>	<b>4,028</b>	<b>57,561</b>	<b>61,589</b>	<b>70,979</b>

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	Total Funds
		2022	2022	2022
		£	£	£
Total direct spending	<b>B2a</b>	110	62,801	62,911
Total support costs	<b>B2d</b>	1,735	5,433	7,168
Total Governance costs	<b>B2e</b>	-	900	900
<b>Total charitable expenditure</b>	<b>B2</b>	<b>1,845</b>	<b>69,134</b>	<b>70,979</b>

## CYCLE SISTERS

Activity analysis of Income and expenditure for the for the year ended 31 March 2023

*This analysis is classsified by activity and not by conventional nominal descriptions.*

### 18 Analysis of income by activity

	SOFA ref	2023 £	2022 £
<b>Activity</b>			
Donations & Legacies	A1	115,743	85,370
<b>Total income as shown in the SOFA</b>	<b>A</b>	<b>115,743</b>	<b>85,370</b>

### 19 Analysis of charitable expenditure by activity

Activity	Direct costs	Support costs	Grant funding of activities	Total	Total
	2023 £	2023 £	2023 £	2023 £	2022 £
<b>Primary purpose and ancillary trading<sup>1</sup></b>					
Direct costs	56,005	-	-	56,005	62,911
Administrative overheads	-	2,541	-	2,541	7,168
<b>Total Primary purpose and ancillary trading<sup>1</sup></b>	<b>56,005</b>	<b>2,541</b>	<b>-</b>	<b>58,546</b>	<b>70,079</b>

### Summary of charitable costs by activity

	Direct costs	Support costs	Grant funding of	Total	Total
	2023 £	2023 £	2023 £	2023 £	2022 £
Total Primary purpose and ancillary trading <sup>1</sup>	56,005	2,541	-	58,546	70,079
Total Governance costs as detailed in Note 16	-	3,043	-	3,043	900
<b>Total charitable expenditure</b>	<b>56,005</b>	<b>5,584</b>	<b>-</b>	<b>61,589</b>	<b>70,979</b>

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 17

## CYCLE SISTERS

### Activity analysis of Income and expenditure for the for the year ended 31 March 2023

#### Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Primary purpose and ancillary trading <sup>1</sup>	3,043	-	-	2,541	5,584
<b>Grand Total</b>	<u>3,043</u>	<u>-</u>	<u>-</u>	<u>2,541</u>	<u>5,584</u>

#### 20 Analysis of non charitable expenditure by activity

<i>Governance costs</i>	<b>Governance costs 2023 £</b>	<b>Governance costs 2022 £</b>
Other Expenditure - Governance costs as detailed in Note 16	<u>3,043</u>	<u>900</u>

**CYCLE SISTERS**

England & Wales - Charity number 1183189

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# Accounts

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## **Introduction from the Chair, Samra Said**

The last 12 months have continued to be an exciting time for Cycle Sisters. We have made the strategic decision to focus our efforts on building capacity for our existing groups in London rather than expanding further for the time being. The partnership with the London Marathon Charitable Trust has been instrumental in helping us to make great progress in our organisational development and we have ended this year as a much stronger and efficient operation as highlighted in the report that follows.

We've identified that celebrating, supporting and developing our volunteers is of particular importance this year. Volunteers are the heart and soul of Cycle Sisters and their amazing dedication and passion has made it possible for hundreds of women to begin their cycling journeys with us. I am incredibly grateful to every single volunteer who gives their time and energy to making Cycle Sisters what it is.

While our focus has been on consolidation, we have been able to start up several new groups so that our services are reaching as wide an audience as possible and we are proud to now have more of a presence in south and north London as well as the east and west. Particularly exciting was the launch of our Road Cycling Club to complement our borough social ride groups. The interest in and demand for a Road Club for Muslim women in itself is a marker of how far we have come in embedding cycling within our Muslim communities.

I would like to thank all of the many partners and supporters who we have had the privilege to work with over the past year. There is still much work to be done for cycling to be truly representative of our diverse communities but I am proud of what we have been able to achieve so far and excited by the energy for change.

## **Our structure**

This is our third year as a registered charity (CIO Association model). We are run by our trustees and members and have contractors delivering projects on a contract only basis. Our groups (currently 9 in total) are run by coordinating volunteers overseen by our staff/contractor team. They are not independently governed.

This year we appointed 2 new trustees to bring new skills and expertise to the Board. Firstly Zainab Arian was recruited to take the role of Treasurer and provide expertise from her long Accountancy career. Secondly Carolyn Axtell was recruited to provide more expertise in the areas of marketing, media and publicity.

## **Key activities and achievements**

### **1. Programmes**

As the world emerged from the global pandemic and Cycle Sisters emerged from a period of rapid expansion we have taken time this year to consolidate and build our internal capacity, with a particular focus on how we can be sustainable as an organisation. We have secured funding to take on this work including introducing new systems, developing training tools and working on our volunteer reward and

recognition. Alongside this we have also set up 3 new Cycle Sisters groups which have enabled us to pilot our new tools and refine our model. As in other years we continued to grow the capacity of our current groups with a continuous focus on improving our offer to Muslim women and ensuring that our ambition to ensure that all Muslim women have the opportunity to change their lives through cycling is realised.

## **Capacity Building:**

Central to our work this year was delivering the programmes funded by a grant from **London Marathon Charitable Trust** which focussed on building our internal capacity as an organisation. One aspect was developing **online training modules** for volunteers looking to take on the role of a Cycle Sisters Group Coordinator and set up a new Cycle Sisters group. We used the platforms Learndash and Wordpress to develop 3 interactive online learning modules: a) Introduction to Cycle Sisters b) Route Planning and Risk Assessment c) Ride Leader recruitment. These modules aim to guide our volunteer Group Coordinators through key parts of the process to set up a new group. We piloted these resources with our new Haringey and Lambeth/Wandsworth groups and received positive feedback. We have also used the 'Introduction to Cycle Sisters' module extensively as it has formed a key part of our contractor and Ride Leader induction.

Last year we identified a key area in need of development as our **admin and booking systems** for our rides which had become too resource intensive and unscalable. Grants from **Comic Relief** and **Foyle Foundation** enabled us to identify the software provider '**Playwaze**' and work with them to set up a booking system that much more closely met our needs. We completed the roll out of this to all groups by the end of March 2022.

The **Foyle Foundation** capacity building grant also enabled us to begin development of an online **Volunteer Hub** to accompany the booking system as a one-stop-shop for all the resources and information required by our volunteer Ride Leaders. This resource will be launched next year and forms part of our commitment to ensuring that our volunteer management systems are high quality, effective and efficient.

Volunteers are central to the work of Cycle Sisters and enable the impact we have. As our group numbers grow and our numbers of volunteers increase we have acknowledged the importance of putting **Volunteer Reward and Recognition** at the heart of what we do. In November 2022, within the parameters of Covid restrictions, all our Ride Leader teams had the opportunity to go out as individual teams and enjoy tea and cake together as a team building experience. We are also currently planning a Volunteer Thank you event to take place in June and Volunteer Reward and Recognition will continue to be a focus next year.

Another key area was ensuring our Ride Leader training is high quality, consistent and reflects the values of our organisation. Towards the end of 2020 we agreed a partnership with British Cycling to deliver a series of courses and our founder, Sarah Javaid went on to train as a British Cycling Ride Leader tutor. This was a significant step forward enabling us to integrate our Ride Leader training in line with our organisational ethos and processes. We have delivered 9 Ride Leader courses this year to 54 volunteers and are now in a strong position to continue to do this throughout the years to come.

This year we also upskilled two of our Ride Leaders as **Cycle Sisters mentors**. This will ensure that each of our groups gets an annual visit from a 'mentor' that will help us maintain the quality and consistency of our ride experience.

## **Current groups**

Our 7 established groups (Croydon, Hackney, Hounslow, Newham, Redbridge, Tower Hamlets, Waltham Forest) continued to run their weekly rides throughout this year. We now have a network of around 1000 members across all these groups.

On top of our regular rides, we undertook the following projects in specific boroughs:

We secured funding from **Hackney Council** to establish a **fortnightly Saturday ride in Hackney**. This involved recruiting and training a team of 4 Ride Leaders which undertook their training in March 2022. We had previously piloted monthly Saturday rides in Hackney and from June onwards (following Ramadan) they will increase to fortnightly.

We also secured funding from **Muslim Sports Foundation** to establish a Saturday ride in Redbridge to cater for the growing demand in the borough, allowing us to offer two rides a week. We trained a team of 6 Ride Leaders and started the rides towards the end of 2021.

Our work this year has taken place alongside the backdrop of a reduction in funding and support for adult cycle skills training from TfL and local councils. In **Hackney** we responded to this and applied for funding to fill this gap. We secured a grant from **Cycling UK** for a local community based instructor to deliver 'learn to ride' lessons for local women and also arrange a Dr Bike to support those who needed bike maintenance support to get them cycling.

In Waltham Forest we continued our **Teen Bikers** programme with funding from Waltham Forest Council. We offered rides for Teen Girls in each of the school holidays which were well attended. We hope to be able to expand this provision in the coming year to other boroughs.

During the course of the year we delivered three Ride Leader training courses to support our current groups and expand our volunteer base.

- 1) **December 2021, Hounslow**, funded by **Comic Relief and Hounslow Council** - trained 5 new Ride Leaders to support our weekend rides.
- 2) **October 2021, Tower Hamlets**, funded by **EECF** we trained 5 new Ride Leaders to grow our Tower Hamlets team.
- 3) **March 2022, North/East London groups** funded by **LMCT**. Trained 7 new Ride Leaders

## **New groups**

Part of our **London Marathon Charitable Trust** grant was to pilot our new online Group Lead training with the set up of **two new groups**.

We identified volunteers to start up groups in **Haringey** and **Lambeth/Wandsworth** and recruited for Ride Leaders. With teams in place both groups completed their Ride Leader training in January (Lambeth/Wandsworth) and March (Haringey).

Both groups started running regular led rides in March and we're looking forward to seeing these groups grow over the coming year.

We have also been aware of an increased interest within our groups for progressing onto longer, faster rides. Led by our Trustee, Zainab Arian, we set up a **Road Club** group to trial regular 'road club' rides. These started towards the end of 2021 with an additional volunteer Ride Captain getting involved more recently so that we can offer more rides. The rides have been very popular so far and we've had a big take-up of places for RideLondon which will take place in May 2022. **London Marathon Events** have provided us with subsidised places to enable more people from diverse backgrounds to participate in this year's event.

## **2. Fundraising**

This year we have piloted various fundraising initiatives amongst our members as part of considering ways to ensure the ongoing sustainability of the organisation.

In **summer 2021** a Cycle Sisters team took part in a **Dragon Boat Race** organised by Al Noor Foundation. 50% of the money raised by the team was donated to Cycle Sisters and we encouraged fundraising within our groups. This successfully raised around £2500 for the organisation.

Building on the success of our winter 2021 lockdown cycling challenge we decided to run our **Smiles and Miles** challenge again in **Feb 2022** but this time with a fundraising element administered through the platform Enthuse. This saw over 90 women taking part from across all our boroughs. As well as raising around £4500 for Cycle Sisters the challenge saw some exciting cycling outcomes with the groups regularly riding to meet up with each other and women challenging themselves to ride further and discover new destinations.

For next year we are working on an annual calendar of fundraising events including a number of our members taking part in RideLondon and fundraising for us through this challenge.

## **3. Representation and partnership work**

This year we continued to focus on finding opportunities for Muslim women to be represented within the cycling sector. Through our pool of trained volunteer Spokes people we've been able to take up a number of media and publicity opportunities including:

- Interview on BBC News and BBC Radio London about our Tower Hamlets group
- Article in Evening Standard about diversity in cycling
- Quote from our Chair featured in RideLondon's press release covered by a number of news outlets including Evening Standard and the Independent

We also had the opportunity to meet with a number of high profile stakeholders to talk about our work engaging with Muslim women including Secretary of State for Transport Rt Hon Grant Shapps MP, Mayor of London Sadiq Khan and Dame Sarah Storey.

In addition to the partners mentioned above, we continued to maintain our strong partnerships with other key organisations within the cycling, active travel and sports development sectors. These include **Sported, London Sport, Cycling UK, Transport for London, Sustrans, Evolve, Muslimah Sports Association** and **London Cycling Campaign**. We have also worked closely with cycle training providers in the boroughs we work in - **Cycle Confident, Bikeworks** and **Cycling Instructor** and their support has been invaluable.

We would also like to thank all the **councils** in the boroughs that we are working within who provide incredible support through access to bikes and other initiatives.

Other organisations we would like to thank for their contribution to our work this year are: **Safe 4 All** for running our volunteer first aid courses, **Viewtube** who provide access to bikes in Newham, **Osterley Park, National Trust** who have committed to provide free access to bikes in Hounslow, **St Stephens Health Centre** for providing bike storage in Tower Hamlets, **Hubbub** for their ongoing support to our Tower Hamlets Group, **Liberty Hall** in Hackney for providing a free venue for our Dr Bike, **A and S Cycles** in Hackney for their bike maintenance support and donating prizes for Smiles & Miles and **Cycle Chic** and **Cycle Spirit** for also donating prizes for Smiles & Miles.

The Charity Registration Number is :- 1183189

CYCLE SISTERS  
Report and Accounts  
31 March 2022

## **CYCLE SISTERS**

### **Report and accounts for the year ended 31 March 2022**

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## **CYCLE SISTERS**

### **Trustees' Annual Report for the year ended 31 March 2022**

#### **Statement of Trustees' Responsibilities**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, charity law requires the Trustees, if they prepare accounts on an accruals basis, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- 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 charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

This report was approved by the board of trustees on 3rd November 2022.



**SAMRA SAID**

Trustee

## CYCLE SISTERS

### Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2022

I report to the trustees on my examination of the financial statements of CYCLE SISTERS ('the charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Act and 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, Report and Opinion

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:

Accounting records were not kept in respect of the charity as required by section 130 of the Act; or

The financial statements do not accord with those records; or

The financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Signed:-

  
Peter Jayawardene (Nov 16, 2022 11:12 GMT)

MR P. JAYAWARDENE - Independent Examiner

Member of The Institute of Chartered Accountants

Hamilton House  
4A The Avenue  
London  
E4 9LD

This report was signed on 16 November 2022

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2022

### Statement of Financial Activities for the year ended 31 March 2022

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2022	2022	2022	2021
		£	£	£	£
<b>Income &amp; Endowments from:</b>					
Donations & Legacies	A1	10,168	75,202	<b>85,370</b>	56,401
<b>Total income</b>	<b>A</b>	<b><u>10,168</u></b>	<b><u>75,202</u></b>	<b><u>85,370</u></b>	<b><u>56,401</u></b>
<b>Expenditure on:</b>					
Charitable activities	B2	1,845	69,134	<b>70,979</b>	31,264
<b>Total expenditure</b>	<b>B</b>	<b><u>1,845</u></b>	<b><u>69,134</u></b>	<b><u>70,979</u></b>	<b><u>31,264</u></b>
<b>Net income for the year</b>		<b><u>8,323</u></b>	<b><u>6,068</u></b>	<b><u>14,391</u></b>	<b><u>25,137</u></b>
<b>Net movement in funds</b>		<b><u>8,323</u></b>	<b><u>6,068</u></b>	<b><u>14,391</u></b>	<b><u>25,137</u></b>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>		5,001	26,998	<b>31,999</b>	6,862
<b>Total funds carried forward</b>		<b><u>13,324</u></b>	<b><u>33,066</u></b>	<b><u>46,390</u></b>	<b><u>31,999</u></b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

**The notes attached on pages 8 to 20 form an integral part of these accounts.**

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2022

### CYCLE SISTERS - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2021 £	Prior Year Restricted Funds 2021 £	Prior Year Total Funds 2021 £
<b>Income &amp; Endowments from:</b>				
Donations & Legacies	A1	3,486	52,915	<b>56,401</b>
<b>Total income</b>	<b>A</b>	<u>3,486</u>	<u>52,915</u>	<u><b>56,401</b></u>
<b>Expenditure on:</b>				
Charitable activities	B2	1,643	29,621	<b>31,264</b>
<b>Total expenditure</b>	<b>B</b>	<u>1,643</u>	<u>29,621</u>	<u><b>31,264</b></u>
<b>Net income for the year</b>		<u>1,843</u>	<u>23,294</u>	<u>25,137</u>
<b>Net movement in funds</b>		<u>1,843</u>	<u>23,294</u>	<u>25,137</u>
<b>Reconciliation of funds:-</b>	<b>E</b>			
<b>Total funds brought forward</b>		3,158	3,704	<b>6,862</b>
<b>Total funds carried forward</b>		<u>5,001</u>	<u>26,998</u>	<u><b>31,999</b></u>

#### All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

The notes attached on pages 8 to 20 form an integral part of these accounts.

**CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2022**

**CYCLE SISTERS - Resources applied in the year ended 31 March 2022 towards fixed assets for Charity use:-**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Funds generated in the year as detailed in the SOFA	14,391	25,137
<b>Net resources available to fund charitable activities</b>	<b><u>14,391</u></b>	<b><u>25,137</u></b>

**Movements in revenue and capital funds for the year ended 31 March 2022**

**Revenue accumulated funds**

	<b>Unrestricted Funds 2022 £</b>	<b>Restricted Funds 2022 £</b>	<b>Total Funds 2022 £</b>	<b>Last year Total Funds 2021 £</b>
Accumulated funds brought forward	5,001	26,998	31,999	<b>6,862</b>
Recognised gains and losses before transfers	<u>8,323</u>	<u>6,068</u>	<u>14,391</u>	25,137
	<b>13,324</b>	<b>33,066</b>	<b>46,390</b>	<b>31,999</b>
<b>Closing revenue funds</b>	<b><u>13,324</u></b>	<b><u>33,066</u></b>	<b><u>46,390</u></b>	<b><u>31,999</u></b>

**Summary of funds**

	<b>Unrestricted and Designated funds 2022 £</b>	<b>Restricted Funds 2022 £</b>	<b>Total Funds 2022 £</b>	<b>Last Year Total Funds 2021 £</b>
Revenue accumulated funds	13,324	33,066	<b>46,390</b>	31,999
<b>Total funds</b>	<b><u>13,324</u></b>	<b><u>33,066</u></b>	<b><u>46,390</u></b>	<b><u>31,999</u></b>

The notes attached on pages 8 to 20 form an integral part of these accounts.

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2022

### CYCLE SISTERS

#### Income and Expenditure Account for the year ended 31 March 2022

	2022 £	2021 £
<b><i>Income</i></b>		
Income from operations	85,370	56,401
<b>Gross income in the year before exceptional items</b>	<b>85,370</b>	<b>56,401</b>
<b>Gross income in the year including exceptional items</b>	<b>85,370</b>	<b>56,401</b>
<b><i>Expenditure</i></b>		
Charitable expenditure, excluding depreciation and amortisation	70,079	31,264
<b>Total expenditure in the year</b>	<b>70,079</b>	<b>31,264</b>
<b>Net income before tax in the financial year</b>	<b>14,391</b>	<b>25,137</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>14,391</b>	<b>25,137</b>
<b>Retained surplus for the financial year</b>	<b>14,391</b>	<b>25,137</b>

All activities derive from continuing operations

The headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 8 to 20 form an integral part of these accounts.**

**CYCLE SISTERS - Balance Sheet as at 31 March 2022**

	SORP		2022	2021
	Note	Ref	£	£
<b>Current assets</b>		B		
Cash at bank and in hand	B4		46,390	31,999
<b>Net current assets</b>			46,390	31,999
<b>The total net assets of the charity</b>			<u>46,390</u>	<u>31,999</u>

The total net assets of the charity are funded by the funds of the charity, as follows:-

<b>Restricted funds</b>				
Restricted Revenue Funds	8	D2	33,066	26,998
			33,066	26,998
<b>Unrestricted Funds</b>				
Unrestricted Revenue Funds	8	D3	13,324	5,001
			13,324	5,001
<b>Total charity funds</b>			<u>46,390</u>	<u>31,999</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 2.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.



**SAMRA SAID**

Trustee

Approved by the board of trustees on 3rd November 2022

**The notes attached on pages 8 to 20 form an integral part of these accounts.**

# CYCLE SISTERS

## Notes to the Accounts for the year ended 31 March 2022

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the cash basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, not with standing the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

##### **Going Concern**

The charitable activities are entirely dependent on continuing the voluntary donations. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

##### **Risks and future assumptions**

The charity is a public benefit entity.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of income**

Gross income represents the value of grants from government and public bodies, also donations received from donors.

##### **Categories of Income**

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

**Income from exchange transactions** is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

**Income from a non-exchange transaction** is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

## **CYCLE SISTERS**

### **Notes to the Accounts for the year ended 31 March 2022**

#### **Income recognition**

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

#### **Accounting for deferred income and income received in advance**

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

#### **Income from legacies**

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy are disclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2022

#### Donated goods, facilities and services

**Donated fixed assets** are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received, (provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

#### ***Policies relating to expenditure on goods and services provided to the charity.***

#### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

#### **Allocating costs to activities**

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

**Staffing** - on the basis of time spent in connection with any particular activity.

**Staffing** - on a per capita basis, based on the number of people employed within any particular activity.

**Premises related costs** - on the proportion of floor area occupied by a particular activity.

**Non specific support costs** - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

#### **Volunteers**

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 4.

#### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

#### **Financial instruments including cash and bank balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2022

#### Fund Accounting

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

There are no endowment funds.

#### 2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose.

#### 3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

#### 4 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The volunteers work tirelessly in archiving the goals of the charity and their contributions cannot be measured. The volunteers and the charity accept and no contract of employment is created by these arrangements.

#### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

#### 6 Income and Expenditure account summary

	2022	2021
	£	£
At 1 April 2021	31,999	6,862
Surplus after tax for the year	14,391	25,137
<b>At 31 March 2022</b>	<b>46,390</b>	<b>31,999</b>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2022

#### 7 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2022	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	13,324	-	33,066	46,390
	<b>13,324</b>	<b>-</b>	<b>33,066</b>	<b>46,390</b>
At 1 April 2021	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	5,001	-	26,998	31,999
	<b>5,001</b>	<b>-</b>	<b>26,998</b>	<b>31,999</b>

#### 8 Change in total funds over the year as shown in Note 7 , analysed by individual funds

	Funds brought forward from 2021 £	Movement in funds in 2022 £	Transfers between funds in 2022 £	Funds carried forward to 2023 £
		See Note 9	See Note 0	
		£	£	
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	5,001	8,323	-	13,324
<b>Total unrestricted and designated funds</b>	<b>5,001</b>	<b>8,323</b>	<b>-</b>	<b>13,324</b>
<b>Restricted funds:-</b>				
Donations & Legacies	26,998	75,202	-	102,200
Expenditure on charitable activities	-	(69,134)	-	(69,134)
<b>Total restricted funds</b>	<b>26,998</b>	<b>6,068</b>	<b>-</b>	<b>33,066</b>
<b>Total charity funds</b>	<b>31,999</b>	<b>14,391</b>	<b>-</b>	<b>46,390</b>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2022

#### 9 Analysis of movements in funds over the year as shown in Note 8

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2022	2022	2022	2022
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	10,168	(1,845)	-	8,323
Designated Revenue Funds	-	-	-	-
<b>Restricted funds:-</b>				
Donations & Legacies	75,202	-	-	75,202
Expenditure on charitable activities	-	(69,134)	-	(69,134)
	<b>85,370</b>	<b>(70,979)</b>	<b>-</b>	<b>14,391</b>

#### 10 The purposes for which the funds

##### **Unrestricted and designated funds:-**

Unrestricted Revenue Funds	These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.
Unrestricted Revaluation Reserve	This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

##### **Restricted funds:-**

Restricted Fixed Asset Funds	The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.
Restricted Revaluation Reserve	This fund represents the restricted surplus arising on the revaluation of the charity's assets.

#### 11 Ultimate controlling party

The charity is under the control of its legal members.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

*This analysis is classified by conventional nominal descriptions and not by activity.*

### 12 Donations, Grants and Legacies

<b>Current Year</b>	<b>SOFA ref</b>	<b>Current year</b>	<b>Current year</b>	<b>Current year</b>	<b>Prior Year</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
		<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Donations and gifts from individuals</b>					
Small donations individually less than £1000		26	-	26	124
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>26</b>	<b>-</b>	<b>26</b>	<b>124</b>

#### Donations and gifts from individuals (Include HMRC refunds on gift aided donations) - Prior Year analysis

<b>Prior year</b>	<b>SOFA ref</b>	<b>Prior Year</b>	<b>Prior Year</b>	<b>Prior Year</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
		<b>2021</b>	<b>2021</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000		124	-	124
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>124</b>	<b>-</b>	<b>124</b>

<b>Current Year</b>	<b>SOFA ref</b>	<b>Current year</b>	<b>Current year</b>	<b>Current year</b>	<b>Prior Year</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
		<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Revenue grants from government and public bodies</b>					
Small grants individually less than £1000		7,668	-	7,668	1,362
Walking and Cycling Grants London		-	-	-	9,283
Waltham Forest Council		-	2,915	2,915	2,710
London Sport		-	2,152	2,152	5,840
Hubbub		-	11,807	11,807	9,212
Comic Relief		-	2,000	2,000	2,000
London Marathon Charitable Trust		-	39,193	39,193	2,600
Boat Race		2,474	2,824	5,298	4,988
Muslim Sports Foundation		-	4,341	4,341	4,857
Tower Hamlets Council		-	5,000	5,000	-
Hackney Council		-	2,486	2,486	-
Foyle Foundation		-	-	-	6,000
Coronavirus Community Support Fund		-	-	-	2,445
Others		-	2,484	2,484	4,980
<b>Total public sector revenue grants</b>	<b>A1</b>	<b>10,142</b>	<b>75,202</b>	<b>85,344</b>	<b>56,277</b>

All the grants in the prior year were restricted and unrestricted.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

### Revenue grants from government and public bodies - Prior Year analysis

<i>Prior Year</i>	SOFA ref	Prior Year Unrestricted Funds 2021 £	Prior Year Restricted Funds 2021 £	Prior Year Total Funds 2021 £
<b>Revenue grants from government and public bodies</b>				
Small grants individually less than £1000		1,362	-	<b>1,362</b>
Walking and Cycling Grants London		-	9,283	<b>9,283</b>
Redbridge Council		-	2,710	<b>2,710</b>
London Sport		-	5,840	<b>5,840</b>
Hubbub		-	9,212	<b>9,212</b>
Comic Relief		-	2,000	<b>2,000</b>
Hounslow Council		-	2,600	<b>2,600</b>
Sported/Tackling Inequalities Fund (Sport England)		-	2,600	<b>4,988</b>
London Community Response Fund		-	4,857	<b>4,857</b>
Foyle Foundation		2,000	4,000	<b>6,000</b>
Coronavirus Community Support Fund		-	2,445	<b>2,445</b>
Others		-	4,980	<b>4,980</b>
<b>Total public sector revenue grants A1</b>		<b>3,362</b>	<b>52,915</b>	<b>56,277</b>

### Total Donations, Grants and Legacies

<i>Current year</i>	SOFA ref	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Current Year Total Funds 2022 £	Prior Year Total Funds 2021 £
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>10,168</b>	<b>75,202</b>	<b>85,370</b>	<b>56,401</b>
<i>Prior year</i>	SOFA ref	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Prior Year Total Funds 2021 £	
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>3,486</b>	<b>52,915</b>	<b>56,401</b>	

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

### 13 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	Total Funds	Total Funds
		2022	2022	2022	2021
		£	£	£	£
Direct charitable expenditure		-	-	-	29,621
Staffing Costs - Projects & Core		1,735	45,426	47,161	-
Training Instructors & Ride Leaders		-	8,929	8,929	-
Venues & Events		-	3,889	3,889	-
Equipments		-	1,601	1,601	-
Set up Grant		-	1,448	1,448	-
Cycle lessons		-	1,600	1,600	-
<b>Total direct spending</b>	<b>B2a</b>	<b>1,735</b>	<b>62,893</b>	<b>64,628</b>	<b>29,621</b>

All the expenditure in the prior year were restricted and unrestricted.

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	Total Funds
		2021	2021	2021
		£	£	£
Direct charitable expenditure		-	29,621	29,621
<b>Total direct spending</b>	<b>B2a</b>	<b>-</b>	<b>29,621</b>	<b>29,621</b>

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

### 14 Support costs for charitable activities

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	Total Funds	Total Funds
		2022	2022	2022	2021
		£	£	£	£
<b>Volunteer costs</b>					
Volunteers' expenses		-	518	518	-
<b>Administrative overheads</b>					
Stationery and printing		-	85	85	-
Membership subscriptions		-	1,774	1,774	116
Software licences and expenses		-	391	391	1,000
Advertising and marketing		110	440	550	-
Liability and contents insurance		-	582	582	393
Travel and subsistence		-	94	94	-
Training		-	282	282	134
<b>Professional fees paid to advisors other than the auditor or examiner</b>					
Consultancy fees		-	1,175	1,175	-
<b>Support costs before reallocation</b>		<b>110</b>	<b>5,341</b>	<b>5,451</b>	<b>1,643</b>
<b>Total support costs - Current Year B2d</b>		<b>110</b>	<b>5,341</b>	<b>5,451</b>	<b>1,643</b>

The basis of allocation of costs between activities is described under accounting policies

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	Total Funds
		2021	2021	2021
		£	£	£
<b>Administrative overheads</b>				
Membership subscriptions		116	-	116
Software licences and expenses		1,000	-	1,000
Liability and contents insurance		393	-	393
Training		134	-	134
<b>Support costs before reallocation</b>		<b>1,643</b>	<b>-</b>	<b>1,643</b>
<b>Total support costs - Prior Year B2d</b>		<b>1,643</b>	<b>-</b>	<b>1,643</b>

The basis of allocation of costs between activities is described under accounting policies

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

### 15 Other Expenditure - Governance costs

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	Total Funds	Total Funds
		2022	2022	2022	2021
		£	£	£	£
Independent Examiner's fees		-	900	900	-
<b>Total Governance costs</b>	<b>B2e</b>	<b>-</b>	<b>900</b>	<b>900</b>	<b>-</b>

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	Total Funds
		2021	2021	2021
		£	£	£
Independent Examiner's fees		-	-	-
<b>Total Governance costs</b>	<b>B2e</b>	<b>-</b>	<b>-</b>	<b>-</b>

### 16 Total Charitable expenditure

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	Total Funds	Total Funds
		2022	2022	2022	2021
		£	£	£	£
Total direct spending	<b>B2a</b>	1,735	62,893	64,628	29,621
Total support costs	<b>B2d</b>	110	5,341	5,451	1,643
Total Governance costs	<b>B2e</b>	-	900	900	-
<b>Total charitable expenditure</b>	<b>B2</b>	<b>1,845</b>	<b>69,134</b>	<b>70,979</b>	<b>31,264</b>

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted	Restricted	Total Funds
		Funds	Funds	Total Funds
		2021	2021	2021
		£	£	£
Total direct spending	<b>B2a</b>	-	29,621	29,621
Total support costs	<b>B2d</b>	1,643	-	1,643
<b>Total charitable expenditure</b>	<b>B2</b>	<b>1,643</b>	<b>29,621</b>	<b>31,264</b>

## CYCLE SISTERS

Activity analysis of Income and expenditure for the for the year ended 31 March 2022

*This analysis is classsified by activity and not by conventional nominal descriptions.*

### 17 Analysis of income by activity

	SOFA ref	2022 £	2021 £
<b>Activity</b>			
Donations & Legacies	A1	85,370	56,401
<b>Total income as shown in the SOFA</b>	<b>A</b>	<b>85,370</b>	<b>56,401</b>

### 18 Analysis of charitable expenditure by activity

<b>Activity</b>	<b>Direct costs</b>	<b>Support costs</b>	<b>Grant funding of activities</b>	<b>Total</b>	<b>Total</b>
	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Primary purpose and ancillary trading<sup>1</sup></b>					
Direct costs	64,628	-	-	<b>64,628</b>	29,621
Volunteer costs	-	518	-	<b>518</b>	-
Administrative overheads	-	3,758	-	<b>3,758</b>	1,643
Professional fees	-	1,175	-	<b>1,175</b>	-
<b>Total Primary purpose and ancillary trading<sup>1</sup></b>	<b>64,628</b>	<b>5,451</b>	<b>-</b>	<b>70,079</b>	<b>31,264</b>

### Summary of charitable costs by activity

	<b>Direct costs</b>	<b>Support costs</b>	<b>Grant funding of</b>	<b>Total</b>	<b>Total</b>
	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Total Primary purpose and ancillary trading <sup>1</sup>	64,628	5,451	-	70,079	31,264
<b>Total charitable expenditure</b>	<b>64,628</b>	<b>6,351</b>	<b>-</b>	<b>70,979</b>	<b>31,264</b>

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 16

## CYCLE SISTERS

### Activity analysis of Income and expenditure for the for the year ended 31 March 2022

#### Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Primary purpose and ancillary trading <sup>1</sup>	900	-	518	4,933	6,351
<b>Grand Total</b>	<u>900</u>	<u>-</u>	<u>518</u>	<u>4,933</u>	<u>6,351</u>

#### 19 Analysis of non charitable expenditure by activity

<i>Governance costs</i>	<b>Governance costs 2022 £</b>	<b>Governance costs 2021 £</b>
Other Expenditure - Governance costs as detailed in Note 15	<u>900</u>	<u>-</u>

**CYCLE SISTERS**

England & Wales - Charity number 1183189

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# Accounts

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**Cycle Sisters**  
**Charity registration: 1183189**

**Trustees' Report**

**For the year ended 31 March 2021**

## **Administrative Details**

Registered Charity Number	1183189
Registered Address	9 Frinton Drive, Woodford Green, IG8 9ND
Bankers	NatWest Walthamstow Central 204 High Street Walthamstow London E17 7LL
Board of Trustees	Sarah Javaid, Chair (8 April 2019-16 September 2020) Saiyyidah Najmus-Sabah Zaidi, Treasurer; subsequently Secretary (8 April 2019- date) Emma Pajarillaga, Secretary (8 April 2019- 9 September 2020) Samra Said, Chair (17 September 2020 - date) Sabah Khan-Ahmed, Treasurer (17 September 2020 – 14 May 2021) Carolyn Axtell (14 May 2021 – date) Zainab Arian, Treasurer (14 May 2021 – date)

## **Introduction from our Chair, Samra Said**

Our second year operating as a charity has been an incredibly busy and challenging time – along with all other charities and organisations we experienced considerable disruptions to our services due to the global pandemic and I am proud of how our team rose to the challenge and came up with innovative ways to continue to engage and support our communities. The Smiles & Miles virtual cycling challenge during the January lockdown was a particular highlight which kept our sisterhood of women motivated and connected during a very difficult time.

Despite the challenges presented by Covid-19, we have been able to expand into new areas over the past 12 months, growing from 2 groups to an amazing 7 groups in different London boroughs, including branching out to West and South London and the start of a programme for teen Muslim girls. We are very grateful for the funding and support from our funders and local authorities which enabled these new initiatives to be set up.

Our work to increase the visibility of Muslim women cyclists in the media has also gone from strength to strength this year with a project to train a pool of spokespeople from our cycle groups and some high profile media appearances. This strand of our work will continue to be vital as we move forward to ensure that we challenge stereotypes around who cycles and provide role models to inspire others.

We have ended this year with an exciting new partnership with the London Marathon Charitable Trust which will enable us to further build our capacity as an organisation and set up groups in new London boroughs over the next few years. We are excited about the opportunities that this will bring to help even more Muslim women and girls to begin on their cycling journeys.

## **Our structure**

This is our second year as a registered charity (CIO Association model). We are run by our trustees and members and have contractors delivering projects on a contract only basis. Our groups (currently 7 in total) are run by coordinating volunteers overseen by our staff/contractor team. They are not independently governed.

This year, as we expanded our activities, two of our trustees stood down to take paid contractor roles managing the charity's projects. We also recognised the need to broaden our trustee skills and appointed a new Treasurer to provide finance expertise.

## **Key activities and achievements**

### **1. Programmes**

Even with the backdrop of a global pandemic throwing a shadow over the majority of our work this year, our programmes have been hugely successful in terms of building strong partnerships and securing funding that enabled us to continue to grow our work. Primarily the funding has enabled us to set up 5 new Cycle Sisters groups as well as grow the capacity of our current ones. The global pandemic and subsequent lockdowns provided both significant challenges but also exciting opportunities in terms of a growing appreciation for the importance of cycling as a solution and response to the crisis which we were able to capitalise on. Within this we were clear with our ambition to ensure that this growing trend for cycling was inclusive and reached all corners of society and specifically Muslim women.

### **Coronavirus response:**

In March 2020, like all other charities, cycle groups and wider organisations, we were faced with working out the implication of Covid 19 on our activities. Our rides were suspended and we turned our attention to supporting our 2 existing groups in Waltham Forest and Redbridge to keep cycling and stay engaged during lockdown.

We adjusted delivery plans for our existing funding we had in place and introduced a number of initiatives based on feedback from members to support our riders in these unprecedented circumstances - Destination of the Week, Bike Buddies and regular Zoom calls on cycling related topics during the summer of 2020.

We also secured funding from the **Coronavirus Community Support Fund** to provide capacity and resources to restart our led rides when it was safe to do so in September 2020. This involved training our Ride Leaders, organising PPE, adjusting our processes and Risk Assessments. We were delighted to restart rides in September in Waltham Forest and Redbridge and these continued whenever restrictions allowed between the various lockdowns.

In January 2020 in response to the winter lockdown we introduced a 6 week virtual cycling challenge 'Smiles and Miles' which was introduced across all our groups and achieved significant engagement and wonderful stories of cycling journeys, families being inspired and friendships forged. In total 91 people signed up for this challenge.

Alongside this Covid 19 response we also secured funding and delivered the following projects (listed based on the geographical areas of London we now cover):

### **Waltham Forest**

As our most established group our focus in Waltham Forest this year has been keeping members and volunteers engaged during lockdown, piloting new initiatives and building the capacity of our weekend Ride Leader team. In November/December 2020 we ran a Ride Leader training course and onboarded 4 new volunteers. Other projects and funding we secured included:

**Waltham Forest Council Community Walking and Cycling Fund 2020: Cargo Bike tryouts/Return to rides support:** This funding had been secured before the pandemic hit but we adjusted our activities in light of restrictions and to meet the needs of the group. It enabled us to offer cargo bike trials to our group members in October to broaden their experience of cycling. Alongside the funding supported us to adapt our rides in Waltham Forest to make them Covid secure. We really appreciated the support of the Council in enabling us to return to offering led rides in September 2020.

**Sported/Girls Unite: Teen Bikers project:** The delivery of this project had to be delayed due to Covid 19 but when it was finally possible it enabled us to deliver a pilot project of led rides for Muslim teenage girls to address the low levels of cycling and high inactivity levels. The pilot has been hugely successful and we hope to be able to continue it and expand to other boroughs in the near future.

### **Redbridge**

Our second Cycle Sisters group is funded by a 3 year grant from **Walking and Cycling Grants London/TfL** and support from **Redbridge Council** and had been set up in January 2020. Despite the challenges of numerous lockdowns this group has gone from strength to strength during this year. In October 2020 we trained 5 volunteer Ride Leaders who were riders from the group who have gone on to lead weekly rides whenever the restrictions have allowed. We now have 188 members in the Whatsapp group size.

### **New groups**

In the midst of the Coronavirus pandemic we saw a passion for cycling emerge and a huge increase in the interest in our work. Several volunteers emerged keen to start up Cycle Sisters group in their area. We decided to grasp this opportunity, identified group leads in 5 areas and applied for funding for the set up costs for each of the groups. We successfully secured this funding for all of the groups. Here is a summary of their progress to date.

**Hounslow:** Our Hounslow group set up was funded by **Sported** with money from **Sport England Tackling Inequalities Fund**. The group started informal rides in July 2020 and a group of 5 trainee Ride Leaders were identified. They completed their initial Ride Leader training in December 2020. The training was then put on hold due to the winter lockdown and resumed at the end of March 2020. They will start formal rides in the next financial year.

The group has strong support from **Hounslow Council** who has committed to funding future Ride Leader training and we also secured a grant from the **Comic Relief Community Fund** to support the booking software requirements of our groups and additional Ride Leader training in Hounslow. Borrowed bikes have been made available with support from Osterley Park, National Trust.

**Newham:** Our Newham group was funded by **London Sport** with money from **Sport England Tackling Inequalities Fund**. In autumn 2020 they advertised for Ride Leaders and identified a team of 6 who were due to complete their Ride Leader in December before lockdown hit. We are looking to reschedule the training in the next financial year and start formal rides soon after. The Newham group is supported by **Newham Council** who funded Viewtube to provide free bikes for the rides.

**Tower Hamlets:** Our Tower Hamlets group has been funded by **Hubbub**. Hubbub have organised a number of community engagement activities to encourage cycling in the local area and as part of this have funded the set up of Cycle Sisters Tower Hamlets group. We recruited a Project Manager (on a contractor basis) to manage this project and in autumn 2020 they advertised for Ride Leaders and identified a team of 5 who were due to complete their Ride Leader in December before lockdown hit. We are looking to reschedule the training in the next financial year and start formal rides soon after.

**Hackney:** Our Hackney group has been funded by the **Covid 19 London Community Response Fund**. They identified a team of 5 Ride Leaders to train in autumn 2020. The training was delayed due to the winter lockdown but they completed this and other elements of their Ride Leader training at the end of March 2021 just as lockdown lifted. They will start formal rides in the next financial year.

**Croydon:** In Croydon we successfully secured **Walking and Cycling Grants London/TfL** funding in December 2020 for a 1 year project to train Ride Leaders and set up a group. The group had already started informal rides and we started the process of Ride Leader recruitment in early 2021 and identified a group of 5 trainee Ride Leaders. Their Ride Leader training has also been postponed due to lockdowns and we are looking for them to start formal rides in early summer 2021.

Alongside these new group we also successfully secured capacity building funding from Foyle Foundation to support our core costs and a capacity building project to implement software and training to our groups. This funding was received at the end of this financial year and activities will be delivered next year.

Going forwards into the next financial year we are in a strong position with funding in place for our current groups and for capacity building projects. We were delighted to secure a grant from London Marathon Charitable Trust which will enable us to develop online training modules for those looking to set up a Cycle Sisters group and test this system with new groups. This, alongside our Foyle Foundation grant, will also support us to strengthen our systems and processes to enable us to scalpe up our operations in the future.

## **2. Representation and partnership work**

This year we also focussed on strengthening our ability to be a leading voice within the cycling world to ensure greater representation of Muslim women cyclists in mainstream media and initiatives.

Central to this was a project we undertook in partnership with **Sustrans** with funding from **London Sport** to upskill a group of our volunteer Ride Leaders with 'Spokesperson and Media training'. They attended a series of Zoom sessions and completed the course by making a video about their own cycling journey which we released on social media (as part of our ongoing series of Sisters Stories).

This group will form a pool of trained media spokespeople who attend events on our behalf and represent Cycle Sisters in different ways. They have developed skills to tell their stories and provide relatable role models for others to be inspired by.

Alongside this we have also secured a number of high profile media appearance including:

- Interview about our work on Radio 4
- Feature on Cycle Sisters on Sunday Morning Live, BBC 1 which involved an interview with our CEO and 2 Ride Leaders
- TfL joined one of our rides and made a video about our work which was promoted on their social media channels
- Radio Ramadan interviewed once of our trustees
- Continued strong partnership with Cycling UK which means over the last year they have featured our work on a number of occasions and called upon us to attend events eg. Diversity in Cycling panel, feature on cycling in Jilbaab in their magazine etc.

This year we also strengthened our social media presence by increasing our number of followers, set up a YouTube channel and launched our website.

This year we forged a strong partnership with **British Cycling** and are now delivering our volunteer Ride Leader training through them with one of our team training to be a Ride Leader tutor which will enable us to deliver high quality, culturally sensitive Ride Leader training to our groups.

We have continued to build strong partnerships with other key organisations within the cycling, active travel and sports development sectors. These include **Sported, London Sport, Cycling UK, TfL, Sustrans, Evolve, Muslimah Sports Association** and **London Cycling Campaign**. We have also worked closely with cycle training providers in the boroughs we work in - **Cycle Confident, Bikeworks** and **Cycling Instructor** and their support has been invaluable. We would also like to thank all the **councils** in the boroughs that we are working within who provide incredible support through access to bikes and other initiatives. Other organisations we would like to thank for their contribution to our work this year are: **Safe 4 All** for running our volunteer first aid courses, **Viewtube** who provide access to bikes in Newham, **Osterley Park, National Trust** who have committed to provide free access to bikes in Hounslow, **St Stephens Health Centre** for providing bike storage in Tower Hamlets, **A and S Cycles** in Hackney for their bike maintenance support, **Cycle Chic** and **Cycle Spirit** for donating prizes for the Smiles & Miles challenge.

## Financial review

The financial position of the charity at 31 March 2021 and comparatives for the prior period can be summarised as follows:-

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Net income after tax in the financial year</b>	<b>25,137</b>	<b>6,862</b>
Unrestricted Revenue Funds available for the general purpose of the charity	5,001	3,158
Restricted Revenue Funds	26 998	3,704
<b>Total Funds</b>	<b>31,999</b>	<b>6,862</b>

*A more detailed breakdown of the above can be found in the charities full set of accounts along with the Independent Examiners report*

### **Financial Review of the position at the reporting date 31 March 2021**

The financial year saw many challenges due to the global pandemic; the charity remained financially strong during the period and saw growth with several new projects coming on-line. The increased uptake of cycling within the local communities Cycle Sisters operated within provided a great opportunity for the charity to expand its user base.

Not only was the charity able to continue its work during the pandemic but the impact of the group was seen by national organisations which enabled the charity to secure grant funding for expansion into London Boroughs which were not currently served by existing groups.

The charity will continue to look at opportunities to develop its offer for local communities during the coming years.

### **Policies on reserves**

The Trustees have considered the ongoing obligations and have concluded that the free reserves available should be between £3,000 to £4,000. Although they anticipate continued growth and support, this margin would allow them to continue a full programme of activities during a period of economic downturn which would adversely affect the resources available. Should free reserves exceed £9,000 the excess will be applied in accordance with the strategic plan to further the objects of the charity.

The Charity Registration Number is :- 1183189

CYCLE SISTERS  
Report and Accounts  
31 March 2021

## **CYCLE SISTERS**

### **Report and accounts for the year ended 31 March 2021**

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## CYCLE SISTERS

### Trustees' Annual Report for the year ended 31 March 2021

#### Statement of Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, charity law requires the Trustees, if they prepare accounts on an accruals basis, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- 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 charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

This report was approved by the board of trustees on 1 December 2021.



**SAMRA SAID**  
Trustee

## **CYCLE SISTERS**

### **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2021**

I report to the Trustees on my examination of the financial statements of the charity on pages 4 to 20 for the year ended 31 March 2021 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016) as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) and under the historical cost convention and the accounting policies set out on page 9.

#### **Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report**

As described on page 1, you, the charity's Trustees, are responsible for the preparation of the financial statements in accordance with the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to:-

- a) examine the financial statements of the charity under Section 145 of the Act;
- b) follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Basis of Independent Examiner's Statement and scope of work undertaken**

I report in respect of my examination of the charity's financial statements carried out under s145 of the 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 setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

## CYCLE SISTERS

### Independent Examiner's Statement, Report and Opinion

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that:-

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of the charity as required by with Section 130 of The Charities Act 2011;

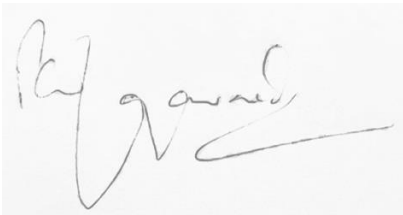
the financial statements do not accord with those records; or

the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP).

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 financial statements to be reached.

**Signed:-**

A handwritten signature in black ink, appearing to read 'Mr P. Jayawardene', written over a light grey rectangular background.

MR P. JAYAWARDENE - Independent Examiner

Member of The Institute of Chartered Accountants

Hamilton House  
4A The Avenue  
London  
E4 9LD

This report was signed on 1 December 2021

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### Statement of Financial Activities for the year ended 31 March 2021

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2021 £	2021 £	2021 £	2020 £
<b>Income &amp; Endowments from:</b>					
Donations & Legacies	A1	3,486	52,915	56,401	8,283
<b>Total income</b>	<b>A</b>	<b>3,486</b>	<b>52,915</b>	<b>56,401</b>	<b>8,283</b>
<b>Expenditure on:</b>					
Charitable activities	B2	1,643	29,621	31,264	1,421
<b>Total expenditure</b>	<b>B</b>	<b>1,643</b>	<b>29,621</b>	<b>31,264</b>	<b>1,421</b>
<b>Net income for the year</b>		<b>1,843</b>	<b>23,294</b>	<b>25,137</b>	<b>6,862</b>
<b>Net movement in funds</b>		<b>1,843</b>	<b>23,294</b>	<b>25,137</b>	<b>6,862</b>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>	<b>E</b>	3,158	3,704	6,862	-
<b>Total funds carried forward</b>		<b>5,001</b>	<b>26,998</b>	<b>31,999</b>	<b>6,862</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

**The notes attached on pages 9 to 14 form an integral part of these accounts.**

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### CYCLE SISTERS - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Income &amp; Endowments from:</b>				
Donations & Legacies	A1	3,283	5,000	<b>8,283</b>
<b>Total income</b>	<b>A</b>	<u>3,283</u>	<u>5,000</u>	<u><b>8,283</b></u>
<b>Expenditure on:</b>				
Charitable activities	B2	125	1,296	<b>1,421</b>
<b>Total expenditure</b>	<b>B</b>	<u>125</u>	<u>1,296</u>	<u><b>1,421</b></u>
<b>Net income for the year</b>		<u>3,158</u>	<u>3,704</u>	<u><b>6,862</b></u>
<b>Net movement in funds</b>		<u>3,158</u>	<u>3,704</u>	<u><b>6,862</b></u>
<b>Reconciliation of funds:-</b>	<b>E</b>			
<b>Total funds brought forward</b>		-	-	-
<b>Total funds carried forward</b>		<u>3,158</u>	<u>3,704</u>	<u><b>6,862</b></u>

#### All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

The notes attached on pages 9 to 14 form an integral part of these accounts.

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### CYCLE SISTERS - Resources applied in the year ended 31 March 2021 towards fixed assets for Charity use:-

	2021 £	2020 £
Funds generated in the year as detailed in the SOFA	25,137	6,862
<b>Net resources available to fund charitable activities</b>	<b><u>25,137</u></b>	<b><u>6,862</u></b>

### Movements in revenue and capital funds for the year ended 31 March 2021

#### Revenue accumulated funds

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last year Total Funds 2020 £
Accumulated funds brought forward	3,158	3,704	6,862	-
Recognised gains and losses before transfers	<u>1,843</u>	<u>23,294</u>	<u>25,137</u>	<u>6,862</u>
	<b>5,001</b>	<b>26,998</b>	<b>31,999</b>	<b>6,862</b>
<b>Closing revenue funds</b>	<b><u>5,001</u></b>	<b><u>26,998</u></b>	<b><u>31,999</u></b>	<b><u>6,862</u></b>

#### Summary of funds

	Unrestricted and Designated funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last Year Total Funds 2020 £
Revenue accumulated funds	5,001	26,998	31,999	6,862
<b>Total funds</b>	<b><u>5,001</u></b>	<b><u>26,998</u></b>	<b><u>31,999</u></b>	<b><u>6,862</u></b>

The notes attached on pages 9 to 14 form an integral part of these accounts.

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### CYCLE SISTERS

#### Income and Expenditure Account for the year ended 31 March 2021

	2021 £	2020 £
<b>Income</b>		
Income from operations	56,401	8,283
<b>Gross income in the year before exceptional items</b>	<b>56,401</b>	<b>8,283</b>
<b>Gross income in the year including exceptional items</b>	<b>56,401</b>	<b>8,283</b>
<b>Expenditure</b>		
Charitable expenditure, excluding depreciation and amortisation	31,264	1,421
<b>Total expenditure in the year</b>	<b>31,264</b>	<b>1,421</b>
<b>Net income before tax in the financial year</b>	<b>25,137</b>	<b>6,862</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>25,137</b>	<b>6,862</b>
<b>Retained surplus for the financial year</b>	<b>25,137</b>	<b>6,862</b>

All activities derive from continuing operations

The headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 9 to 14 form an integral part of these accounts.**

**CYCLE SISTERS - Balance Sheet as at 31 March 2021**

	SORP		2021	2020
	Note	Ref	£	£
<b>Current assets</b>		B		
Cash at bank and in hand	B4		31,999	6,862
<b>Net current assets</b>			31,999	6,862
<b>The total net assets of the charity</b>			<u>31,999</u>	<u>6,862</u>

The total net assets of the charity are funded by the funds of the charity, as follows:-

<b>Restricted funds</b>				
Restricted Revenue Funds	8	D2	26,998	3,704
			26,998	3,704
<b>Unrestricted Funds</b>				
Unrestricted Revenue Funds	8	D3	5,001	3,158
			5,001	3,158
<b>Total charity funds</b>			<u>31,999</u>	<u>6,862</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on pages 2 - 3.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.



**SAMRA SAID**

Trustee

Approved by the board of trustees on 1 December 2021

The notes attached on pages 9 to 14 form an integral part of these accounts.

# CYCLE SISTERS

## Notes to the Accounts for the year ended 31 March 2021

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the cash basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

##### **Going Concern**

The charitable activities are entirely dependent on continuing the voluntary donations. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

##### **Risks and future assumptions**

The charity is a public benefit entity.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of income**

Gross income represents the value of grants from government and public bodies, also donations received from donors.

##### **Categories of Income**

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

**Income from exchange transactions** is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

**Income from a non-exchange transaction** is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

## **CYCLE SISTERS**

### **Notes to the Accounts for the year ended 31 March 2021**

#### **Income recognition**

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

#### **Accounting for deferred income and income received in advance**

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

#### **Income from legacies**

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy are disclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### Donated goods, facilities and services

**Donated fixed assets** are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received, (provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

#### *Policies relating to expenditure on goods and services provided to the charity.*

#### Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

#### Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

**Staffing** - on the basis of time spent in connection with any particular activity.

**Staffing** - on a per capita basis, based on the number of of people employed within any partiular activity.

**Premises related costs** - on the proportion of floor area occupied by a particular activity.

**Non specific support costs** - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

#### Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 4.

#### Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

#### Financial instruments including cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### Fund Accounting

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

There are no endowment funds.

#### 2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose.

#### 3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

#### 4 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The volunteers work tirelessly in archiving the goals of the charity and their contributions cannot be measured. The volunteers and the charity accept and no contract of employment is created by these arrangements.

#### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

#### 6 Income and Expenditure account summary

	2021	2020
	£	£
<b>At 1 April 2020</b>	6,862	-
Surplus after tax for the year	25,137	6,862
<b>At 31 March 2021</b>	<u>31,999</u>	<u>6,862</u>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### 7 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2021	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	5,001	-	26,998	31,999
Current Liabilities	-	-	-	-
	<b>5,001</b>	<b>-</b>	<b>26,998</b>	<b>31,999</b>

At 1 April 2020	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	3,158	-	3,704	6,862
	<b>3,158</b>	<b>-</b>	<b>3,704</b>	<b>6,862</b>

#### 8 Change in total funds over the year as shown in Note 7 , analysed by individual funds

	Funds brought forward from 2020 £	Movement in funds in 2021 £	Transfers between funds in 2021 £	Funds carried forward to 2022 £
		See Note 9	See Note 0	
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	3,158	1,843	-	5,001
<b>Total unrestricted and designated funds</b>	<b>3,158</b>	<b>1,843</b>	<b>-</b>	<b>5,001</b>
<b>Restricted funds:-</b>				
Donations & Legacies	3,704	52,915	-	56,619
Expenditure on charitable activities	-	(29,621)	-	(29,621)
<b>Total restricted funds</b>	<b>3,704</b>	<b>23,294</b>	<b>-</b>	<b>26,998</b>
<b>Total charity funds</b>	<b>6,862</b>	<b>25,137</b>	<b>-</b>	<b>31,999</b>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### 9 Analysis of movements in funds over the year as shown in Note 8

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2021	2021	2021	2021
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	2,486	(643)	-	1,843
Designated Revenue Funds	1,000	(1,000)	-	-
<b>Restricted funds:-</b>				
Donations & Legacies	52,915	-	-	52,915
Expenditure on charitable activities	-	(29,621)	-	(29,621)
	<b>56,401</b>	<b>(31,264)</b>	<b>-</b>	<b>25,137</b>

#### 10 The purposes for which the funds

##### **Unrestricted and designated funds:-**

Unrestricted Revenue Funds

These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Unrestricted Revaluation Reserve

This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

##### **Restricted funds:-**

Restricted Fixed Asset Funds

The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Restricted Revaluation Reserve

This fund represents the restricted surplus arising on the revaluation of the charity's assets.

#### 11 Ultimate controlling party

The charity is under the control of its legal members.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

*This analysis is classified by conventional nominal descriptions and not by activity.*

### 12 Donations, Grants and Legacies

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021	2021	2021	2020
		£	£	£	£
<b>Donations and gifts from individuals</b>					
Small donations individually less than £1000		124	-	124	3,283
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>124</b>	<b>-</b>	<b>124</b>	<b>3,283</b>

#### Donations and gifts from individuals (Include HMRC refunds on gift aided donations) - Prior Year analysis

<i>Prior year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds
		2020	2020	2020
		£	£	£
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000		3,283	-	3,283
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>3,283</b>	<b>-</b>	<b>3,283</b>

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021	2021	2021	2020
		£	£	£	£
<b>Revenue grants from government and public bodies</b>					
Small grants individually less than £1000		3,362	2,760	6,122	5,000
Revenue grants greater than £1,000 less than £3,000		-	12,812	12,812	-
Revenue grants greater than £3,000 less than £5,000		-	25,202	25,202	-
Revenue grants greater than £5,000 less than £7,000		-	12,141	12,141	-
<b>Total public sector revenue grants</b>	<b>A1</b>	<b>3,362</b>	<b>52,915</b>	<b>56,277</b>	<b>5,000</b>

All the grants in the prior year were unrestricted.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### Revenue grants from government and public bodies - Prior Year analysis

<i>Prior Year</i>	SOFA ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Revenue grants from government and public bodies</b>				
Small grants individually less than £1000		-	5,000	<b>5,000</b>
Revenue grants greater than £1,000 less than £3,000		-	-	-
Revenue grants greater than £3,000 less than £5,000		-	-	-
Revenue grants greater than £5,000 less than £7,000		-	-	-
<b>Total public sector revenue grants A1</b>		<b>-</b>	<b>5,000</b>	<b>5,000</b>

### Total Donations, Grants and Legacies

<i>Current year</i>	SOFA ref	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Current Year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>3,486</b>	<b>52,915</b>	<b>56,401</b>	<b>8,283</b>

<i>Prior year</i>	SOFA ref	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>3,283</b>	<b>5,000</b>	<b>8,283</b>

### 13 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	SOFA ref	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Direct charitable expenditure		-	29,621	<b>29,621</b>	<b>1,296</b>
<b>Total direct spending</b>	<b>B2a</b>	<b>-</b>	<b>29,621</b>	<b>29,621</b>	<b>1,296</b>

All the expenditure in the prior year was unrestricted.

<i>Prior Year</i>	SOFA ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
Direct charitable expenditure		-	1,296	<b>1,296</b>
<b>Total direct spending</b>	<b>B2a</b>	<b>-</b>	<b>1,296</b>	<b>1,296</b>

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### 14 Support costs for charitable activities

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021	2021	2021	2020
		£	£	£	£
<b>Administrative overheads</b>					
Membership subscriptions		116	-	116	80
Software licences and expenses		1,000	-	1,000	-
Liability and contents insurance		393	-	393	-
Sundry expenses		-	-	-	45
Training		134	-	134	-
<b>Support costs before reallocation</b>		<b>1,643</b>	<b>-</b>	<b>1,643</b>	<b>125</b>
<b>Total support costs - Current Year B2d</b>		<b>1,643</b>	<b>-</b>	<b>1,643</b>	<b>125</b>

The basis of allocation of costs between activities is described under accounting policies

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds
		2020	2020	2020
		£	£	£
<b>Administrative overheads</b>				
Membership subscriptions		80	-	80
Sundry expenses		45	-	45
<b>Support costs before reallocation</b>		<b>125</b>	<b>-</b>	<b>125</b>
<b>Total support costs - Prior Year B2d</b>		<b>125</b>	<b>-</b>	<b>125</b>

The basis of allocation of costs between activities is described under accounting policies

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### 15 Total Charitable expenditure

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds		
		2021	2021	2021	2020
		£	£	£	£
Total direct spending	<b>B2a</b>	-	29,621	<b>29,621</b>	<b>1,296</b>
Total support costs	<b>B2d</b>	1,643	-	<b>1,643</b>	<b>125</b>
<b>Total charitable expenditure</b>	<b>B2</b>	<u><b>1,643</b></u>	<u><b>29,621</b></u>	<u><b>31,264</b></u>	<u><b>1,421</b></u>
<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year	
		Unrestricted	Restricted	Total Funds	
		Funds	Funds		
		2020	2020	2020	
		£	£	£	
Total direct spending	<b>B2a</b>	-	1,296	<b>1,296</b>	
Total support costs	<b>B2d</b>	125	-	<b>125</b>	
<b>Total charitable expenditure</b>	<b>B2</b>	<u><b>125</b></u>	<u><b>1,296</b></u>	<u><b>1,421</b></u>	

## CYCLE SISTERS

Activity analysis of Income and expenditure for the for the year ended 31 March 2021

*This analysis is classsified by activity and not by conventional nominal descriptions.*

### 16 Analysis of income by activity

	SOFA ref	2021 £	2020 £
<b>Activity</b>			
<b>Summary of Total Income, including the items above</b>			
Donations & Legacies	A1	56,401	8,283
<b>Total income as shown in the SOFA</b>	<b>A</b>	<b>56,401</b>	<b>8,283</b>
<b>Categories of income</b>			
Income from exchange transactions		56,401	8,283
		<b>56,401</b>	<b>8,283</b>

### 17 Analysis of charitable expenditure by activity

Activity	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021 £	2021 £	2021 £	2021 £	2020 £
<b>Primary purpose and ancillary trading<sup>1</sup></b>					
Direct costs	29,621	-	-	29,621	1,296
Administrative overheads	-	1,643	-	1,643	125
<b>Total Primary purpose and ancillary trading<sup>1</sup></b>	<b>29,621</b>	<b>1,643</b>	<b>-</b>	<b>31,264</b>	<b>1,421</b>
<b>Summary of charitable costs by activity</b>					
	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021 £	2021 £	2021 £	2021 £	2020 £
Total Primary purpose and ancillary trading <sup>1</sup>	29,621	1,643	-	31,264	1,421
<b>Total charitable expenditure</b>	<b>29,621</b>	<b>1,643</b>	<b>-</b>	<b>31,264</b>	<b>1,421</b>

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 15

## CYCLE SISTERS

### Activity analysis of Income and expenditure for the for the year ended 31 March 2021

#### Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Primary purpose and ancillary trading <sup>1</sup>	-	-	-	1,643	1,643
<b>Grand Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,643</b>	<b>1,643</b>

The Charity Registration Number is :- 1183189

CYCLE SISTERS  
Report and Accounts  
31 March 2021

## **CYCLE SISTERS**

### **Report and accounts for the year ended 31 March 2021**

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## CYCLE SISTERS

### Trustees' Annual Report for the year ended 31 March 2021

#### Statement of Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, charity law requires the Trustees, if they prepare accounts on an accruals basis, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- 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 charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

This report was approved by the board of trustees on 1 December 2021.



**SAMRA SAID**  
Trustee

## **CYCLE SISTERS**

### **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2021**

I report to the Trustees on my examination of the financial statements of the charity on pages 4 to 20 for the year ended 31 March 2021 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016) as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) and under the historical cost convention and the accounting policies set out on page 9.

#### **Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report**

As described on page 1, you, the charity's Trustees, are responsible for the preparation of the financial statements in accordance with the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to:-

- a) examine the financial statements of the charity under Section 145 of the Act;
- b) follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Basis of Independent Examiner's Statement and scope of work undertaken**

I report in respect of my examination of the charity's financial statements carried out under s145 of the 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 setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

## CYCLE SISTERS

### Independent Examiner's Statement, Report and Opinion

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that:-

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of the charity as required by with Section 130 of The Charities Act 2011;

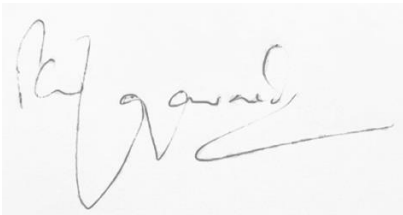
the financial statements do not accord with those records; or

the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP).

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 financial statements to be reached.

**Signed:-**

A handwritten signature in black ink, appearing to read 'Mr P. Jayawardene', is written over a light grey rectangular background.

MR P. JAYAWARDENE - Independent Examiner

Member of The Institute of Chartered Accountants

Hamilton House  
4A The Avenue  
London  
E4 9LD

This report was signed on 1 December 2021

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### Statement of Financial Activities for the year ended 31 March 2021

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2021 £	2021 £	2021 £	2020 £
<b>Income &amp; Endowments from:</b>					
Donations & Legacies	A1	3,486	52,915	56,401	8,283
<b>Total income</b>	<b>A</b>	<b>3,486</b>	<b>52,915</b>	<b>56,401</b>	<b>8,283</b>
<b>Expenditure on:</b>					
Charitable activities	B2	1,643	29,621	31,264	1,421
<b>Total expenditure</b>	<b>B</b>	<b>1,643</b>	<b>29,621</b>	<b>31,264</b>	<b>1,421</b>
<b>Net income for the year</b>		<b>1,843</b>	<b>23,294</b>	<b>25,137</b>	<b>6,862</b>
<b>Net movement in funds</b>		<b>1,843</b>	<b>23,294</b>	<b>25,137</b>	<b>6,862</b>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>	<b>E</b>	3,158	3,704	6,862	-
<b>Total funds carried forward</b>		<b>5,001</b>	<b>26,998</b>	<b>31,999</b>	<b>6,862</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

**The notes attached on pages 9 to 14 form an integral part of these accounts.**

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### CYCLE SISTERS - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Income &amp; Endowments from:</b>				
Donations & Legacies	A1	3,283	5,000	<b>8,283</b>
<b>Total income</b>	<b>A</b>	<u>3,283</u>	<u>5,000</u>	<u><b>8,283</b></u>
<b>Expenditure on:</b>				
Charitable activities	B2	125	1,296	<b>1,421</b>
<b>Total expenditure</b>	<b>B</b>	<u>125</u>	<u>1,296</u>	<u><b>1,421</b></u>
<b>Net income for the year</b>		<u>3,158</u>	<u>3,704</u>	<u><b>6,862</b></u>
<b>Net movement in funds</b>		<u>3,158</u>	<u>3,704</u>	<u><b>6,862</b></u>
<b>Reconciliation of funds:-</b>	<b>E</b>			
<b>Total funds brought forward</b>		-	-	-
<b>Total funds carried forward</b>		<u>3,158</u>	<u>3,704</u>	<u><b>6,862</b></u>

#### All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

The notes attached on pages 9 to 14 form an integral part of these accounts.

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### CYCLE SISTERS - Resources applied in the year ended 31 March 2021 towards fixed assets for Charity use:-

	2021 £	2020 £
Funds generated in the year as detailed in the SOFA	25,137	6,862
<b>Net resources available to fund charitable activities</b>	<b><u>25,137</u></b>	<b><u>6,862</u></b>

### Movements in revenue and capital funds for the year ended 31 March 2021

#### Revenue accumulated funds

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last year Total Funds 2020 £
Accumulated funds brought forward	3,158	3,704	6,862	-
Recognised gains and losses before transfers	<u>1,843</u>	<u>23,294</u>	<u>25,137</u>	<u>6,862</u>
	<b>5,001</b>	<b>26,998</b>	<b>31,999</b>	<b>6,862</b>
<b>Closing revenue funds</b>	<b><u>5,001</u></b>	<b><u>26,998</u></b>	<b><u>31,999</u></b>	<b><u>6,862</u></b>

#### Summary of funds

	Unrestricted and Designated funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last Year Total Funds 2020 £
Revenue accumulated funds	5,001	26,998	31,999	6,862
<b>Total funds</b>	<b><u>5,001</u></b>	<b><u>26,998</u></b>	<b><u>31,999</u></b>	<b><u>6,862</u></b>

The notes attached on pages 9 to 14 form an integral part of these accounts.

## CYCLE SISTERS - Statement of Financial Activities for the year ended 31 March 2021

### CYCLE SISTERS

#### Income and Expenditure Account for the year ended 31 March 2021

	2021 £	2020 £
<b>Income</b>		
Income from operations	56,401	8,283
<b>Gross income in the year before exceptional items</b>	<b>56,401</b>	<b>8,283</b>
<b>Gross income in the year including exceptional items</b>	<b>56,401</b>	<b>8,283</b>
<b>Expenditure</b>		
Charitable expenditure, excluding depreciation and amortisation	31,264	1,421
<b>Total expenditure in the year</b>	<b>31,264</b>	<b>1,421</b>
<b>Net income before tax in the financial year</b>	<b>25,137</b>	<b>6,862</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>25,137</b>	<b>6,862</b>
<b>Retained surplus for the financial year</b>	<b>25,137</b>	<b>6,862</b>

All activities derive from continuing operations

The headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 9 to 14 form an integral part of these accounts.**

**CYCLE SISTERS - Balance Sheet as at 31 March 2021**

	SORP		2021	2020
	Note	Ref	£	£
<b>Current assets</b>		B		
Cash at bank and in hand	B4		31,999	6,862
<b>Net current assets</b>			31,999	6,862
<b>The total net assets of the charity</b>			<u>31,999</u>	<u>6,862</u>

The total net assets of the charity are funded by the funds of the charity, as follows:-

<b>Restricted funds</b>				
Restricted Revenue Funds	8	D2	26,998	3,704
			26,998	3,704
<b>Unrestricted Funds</b>				
Unrestricted Revenue Funds	8	D3	5,001	3,158
			5,001	3,158
<b>Total charity funds</b>			<u>31,999</u>	<u>6,862</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on pages 2 - 3.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.



**SAMRA SAID**

Trustee

Approved by the board of trustees on 1 December 2021

The notes attached on pages 9 to 14 form an integral part of these accounts.

# CYCLE SISTERS

## Notes to the Accounts for the year ended 31 March 2021

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the cash basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

##### **Going Concern**

The charitable activities are entirely dependent on continuing the voluntary donations. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

##### **Risks and future assumptions**

The charity is a public benefit entity.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of income**

Gross income represents the value of grants from government and public bodies, also donations received from donors.

##### **Categories of Income**

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

**Income from exchange transactions** is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

**Income from a non-exchange transaction** is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

## **CYCLE SISTERS**

### **Notes to the Accounts for the year ended 31 March 2021**

#### **Income recognition**

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

#### **Accounting for deferred income and income received in advance**

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

#### **Income from legacies**

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy are disclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### Donated goods, facilities and services

**Donated fixed assets** are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received, (provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

#### *Policies relating to expenditure on goods and services provided to the charity.*

#### Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

#### Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

**Staffing** - on the basis of time spent in connection with any particular activity.

**Staffing** - on a per capita basis, based on the number of of people employed within any partiular activity.

**Premises related costs** - on the proportion of floor area occupied by a particular activity.

**Non specific support costs** - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

#### Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 4.

#### Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

#### Financial instruments including cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### Fund Accounting

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

There are no endowment funds.

#### 2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose.

#### 3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

#### 4 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The volunteers work tirelessly in archiving the goals of the charity and their contributions cannot be measured. The volunteers and the charity accept and no contract of employment is created by these arrangements.

#### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

#### 6 Income and Expenditure account summary

	2021	2020
	£	£
<b>At 1 April 2020</b>	6,862	-
Surplus after tax for the year	25,137	6,862
<b>At 31 March 2021</b>	<u>31,999</u>	<u>6,862</u>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### 7 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2021	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	5,001	-	26,998	31,999
Current Liabilities	-	-	-	-
	<b>5,001</b>	<b>-</b>	<b>26,998</b>	<b>31,999</b>

At 1 April 2020	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Current Assets	3,158	-	3,704	6,862
	<b>3,158</b>	<b>-</b>	<b>3,704</b>	<b>6,862</b>

#### 8 Change in total funds over the year as shown in Note 7 , analysed by individual funds

	Funds brought forward from 2020 £	Movement in funds in 2021 £	Transfers between funds in 2021 £	Funds carried forward to 2022 £
		See Note 9	See Note 0	
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	3,158	1,843	-	5,001
<b>Total unrestricted and designated funds</b>	<b>3,158</b>	<b>1,843</b>	<b>-</b>	<b>5,001</b>
<b>Restricted funds:-</b>				
Donations & Legacies	3,704	52,915	-	56,619
Expenditure on charitable activities	-	(29,621)	-	(29,621)
<b>Total restricted funds</b>	<b>3,704</b>	<b>23,294</b>	<b>-</b>	<b>26,998</b>
<b>Total charity funds</b>	<b>6,862</b>	<b>25,137</b>	<b>-</b>	<b>31,999</b>

## CYCLE SISTERS

### Notes to the Accounts for the year ended 31 March 2021

#### 9 Analysis of movements in funds over the year as shown in Note 8

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2021	2021	2021	2021
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted Revenue Funds	2,486	(643)	-	1,843
Designated Revenue Funds	1,000	(1,000)	-	-
<b>Restricted funds:-</b>				
Donations & Legacies	52,915	-	-	52,915
Expenditure on charitable activities	-	(29,621)	-	(29,621)
	<b>56,401</b>	<b>(31,264)</b>	<b>-</b>	<b>25,137</b>

#### 10 The purposes for which the funds

##### **Unrestricted and designated funds:-**

Unrestricted Revenue Funds These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Unrestricted Revaluation Reserve This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

##### **Restricted funds:-**

Restricted Fixed Asset Funds The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Restricted Revaluation Reserve This fund represents the restricted surplus arising on the revaluation of the charity's assets.

#### 11 Ultimate controlling party

The charity is under the control of its legal members.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

*This analysis is classified by conventional nominal descriptions and not by activity.*

### 12 Donations, Grants and Legacies

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021 £	2021 £	2021 £	2020 £
<b>Donations and gifts from individuals</b>					
Small donations individually less than £1000		124	-	124	3,283
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>124</b>	<b>-</b>	<b>124</b>	<b>3,283</b>

#### Donations and gifts from individuals (Include HMRC refunds on gift aided donations) - Prior Year analysis

<i>Prior year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds
		2020 £	2020 £	2020 £
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000		3,283	-	3,283
<b>Total donations and gifts from individuals</b>	<b>A1</b>	<b>3,283</b>	<b>-</b>	<b>3,283</b>

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021 £	2021 £	2021 £	2020 £
<b>Revenue grants from government and public bodies</b>					
Small grants individually less than £1000		3,362	2,760	6,122	5,000
Revenue grants greater than £1,000 less than £3,000		-	12,812	12,812	-
Revenue grants greater than £3,000 less than £5,000		-	25,202	25,202	-
Revenue grants greater than £5,000 less than £7,000		-	12,141	12,141	-
<b>Total public sector revenue grants</b>	<b>A1</b>	<b>3,362</b>	<b>52,915</b>	<b>56,277</b>	<b>5,000</b>

All the grants in the prior year were unrestricted.

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### Revenue grants from government and public bodies - Prior Year analysis

<i>Prior Year</i>	SOFA ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Revenue grants from government and public bodies</b>				
Small grants individually less than £1000		-	5,000	<b>5,000</b>
Revenue grants greater than £1,000 less than £3,000		-	-	-
Revenue grants greater than £3,000 less than £5,000		-	-	-
Revenue grants greater than £5,000 less than £7,000		-	-	-
<b>Total public sector revenue grants A1</b>		<b>-</b>	<b>5,000</b>	<b>5,000</b>

### Total Donations, Grants and Legacies

<i>Current year</i>	SOFA ref	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Current Year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>3,486</b>	<b>52,915</b>	<b>56,401</b>	<b>8,283</b>

<i>Prior year</i>	SOFA ref	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Prior Year Total Funds 2020 £
<b>Total Donations, Grants and Legacies</b>	<b>A1</b>	<b>3,283</b>	<b>5,000</b>	<b>8,283</b>

### 13 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	SOFA ref	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Direct charitable expenditure		-	29,621	<b>29,621</b>	<b>1,296</b>
<b>Total direct spending</b>	<b>B2a</b>	<b>-</b>	<b>29,621</b>	<b>29,621</b>	<b>1,296</b>

All the expenditure in the prior year was unrestricted.

<i>Prior Year</i>	SOFA ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Total Funds 2020 £
Direct charitable expenditure		-	1,296	<b>1,296</b>
<b>Total direct spending</b>	<b>B2a</b>	<b>-</b>	<b>1,296</b>	<b>1,296</b>

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### 14 Support costs for charitable activities

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021	2021	2021	2020
		£	£	£	£
<b>Administrative overheads</b>					
Membership subscriptions		116	-	116	80
Software licences and expenses		1,000	-	1,000	-
Liability and contents insurance		393	-	393	-
Sundry expenses		-	-	-	45
Training		134	-	134	-
<b>Support costs before reallocation</b>		<b>1,643</b>	<b>-</b>	<b>1,643</b>	<b>125</b>
<b>Total support costs - Current Year B2d</b>		<b>1,643</b>	<b>-</b>	<b>1,643</b>	<b>125</b>

The basis of allocation of costs between activities is described under accounting policies

<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds
		2020	2020	2020
		£	£	£
<b>Administrative overheads</b>				
Membership subscriptions		80	-	80
Sundry expenses		45	-	45
<b>Support costs before reallocation</b>		<b>125</b>	<b>-</b>	<b>125</b>
<b>Total support costs - Prior Year B2d</b>		<b>125</b>	<b>-</b>	<b>125</b>

The basis of allocation of costs between activities is described under accounting policies

## CYCLE SISTERS

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

### 15 Total Charitable expenditure

<i>Current Year</i>	SOFA ref	Current year	Current year	Current year	Prior Year
		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds		
		2021	2021	2021	2020
		£	£	£	£
Total direct spending	<b>B2a</b>	-	29,621	<b>29,621</b>	<b>1,296</b>
Total support costs	<b>B2d</b>	1,643	-	<b>1,643</b>	<b>125</b>
<b>Total charitable expenditure</b>	<b>B2</b>	<u><b>1,643</b></u>	<u><b>29,621</b></u>	<u><b>31,264</b></u>	<u><b>1,421</b></u>
<i>Prior Year</i>	SOFA ref	Prior Year	Prior Year	Prior Year	
		Unrestricted	Restricted	Total Funds	
		Funds	Funds		
		2020	2020	2020	
		£	£	£	
Total direct spending	<b>B2a</b>	-	1,296	<b>1,296</b>	
Total support costs	<b>B2d</b>	125	-	<b>125</b>	
<b>Total charitable expenditure</b>	<b>B2</b>	<u><b>125</b></u>	<u><b>1,296</b></u>	<u><b>1,421</b></u>	

## CYCLE SISTERS

Activity analysis of Income and expenditure for the for the year ended 31 March 2021

*This analysis is classsified by activity and not by conventional nominal descriptions.*

### 16 Analysis of income by activity

	SOFA ref	2021 £	2020 £
<b>Activity</b>			
<b>Summary of Total Income, including the items above</b>			
Donations & Legacies	A1	56,401	8,283
<b>Total income as shown in the SOFA</b>	<b>A</b>	<b>56,401</b>	<b>8,283</b>
<b>Categories of income</b>			
Income from exchange transactions		56,401	8,283
		<b>56,401</b>	<b>8,283</b>

### 17 Analysis of charitable expenditure by activity

Activity	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021 £	2021 £	2021 £	2021 £	2020 £
<b>Primary purpose and ancillary trading<sup>1</sup></b>					
Direct costs	29,621	-	-	29,621	1,296
Administrative overheads	-	1,643	-	1,643	125
<b>Total Primary purpose and ancillary trading<sup>1</sup></b>	<b>29,621</b>	<b>1,643</b>	<b>-</b>	<b>31,264</b>	<b>1,421</b>
<b>Summary of charitable costs by activity</b>					
	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021 £	2021 £	2021 £	2021 £	2020 £
Total Primary purpose and ancillary trading <sup>1</sup>	29,621	1,643	-	31,264	1,421
<b>Total charitable expenditure</b>	<b>29,621</b>	<b>1,643</b>	<b>-</b>	<b>31,264</b>	<b>1,421</b>

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 15

## CYCLE SISTERS

### Activity analysis of Income and expenditure for the for the year ended 31 March 2021

#### Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Primary purpose and ancillary trading <sup>1</sup>	-	-	-	1,643	1,643
<b>Grand Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,643</b>	<b>1,643</b>