



Trustees' Annual Report for the period

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|-------------|-------------------|----------|-----------|-----------|-----------------|----------|-----------|
| From | Period start date | | | To | Period end date | | |
| | Day 01 | Month 04 | Year 2020 | | Day 31 | Month 03 | Year 2021 |

Section A Reference and administration details

Charity name

Cycling Without Age Weymouth

Other names charity is known by

Registered charity number (if any)

1185158

Charity's principal address

25 Roundham Gardens

Weymouth

Dorset

Postcode

DT4 0RL

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------|-----------------|-----------------------------------|---|
| 1 | Desmond Lochrie | Chairman | | |
| 2 | Russell Gibson | Treasurer | | |
| 3 | Keith Johnson | Secretary | | |
| 4 | David Boyd | | | |
| 5 | Jane Renton | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
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Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
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Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | The groups constitution was adopted in August 2020 and has been set up as a CIO and is in line with other affiliated chapters |
| How the charity is constituted (eg. trust, association, company) | The Group is a charity established under its rules which are common to other CWA groups |
| Trustee selection methods (eg. appointed by, elected by) | The Trustees will be appointed and re-elect at AGM |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The group is managed by volunteers and lead by the Trustee. They are responsible for complying with legislation applicable to charities. This includes the required keeping of proper Accounts and making returns to the charity commission. They are also responsible for keeping all documents up to date such as safeguarding, equal opportunities, GDPR, Risk Assessments, volunteers DBS and recruitment. RISKS and INTERNAL CONTROL the Group have looked closely to identify any major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. All we are growing we have looked very closely at our policy documents and update them all and added a few extra as necessary.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The relief of persons in the Weymouth and Portland area who are in need by reason of their age restricted mobility by providing volunteer led accessible Trishaw cycle rides to help gain a social connection and to assist them to integrate them back into the community

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Due to Covid 19 we have been very restricted in offering this service to the local community, but our passengers' numbers were slightly down to 188 compared to 215 in our first year.

Financially we have however had a remarkably successful year, through council Neighbourhood Grant and the Lottery Community Grant. This has enabled us to purchase 2 Further Trishaws and a local family donated a Tandem.

We have had great support from the local community, and community groups and have been featured regularly in the local press. We have also had great support from the local council who are 100% behind Cycling Without Age Weymouth.

We are very proud of what we have achieved in a very difficult year and we are a very optimistic of a bright future when things clear up.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves Policy

The Groups policy on reserves is to hold sufficient resources to continue the charitable activities for one year in advance to cover insurance and servicing of the trishaw and will keep £1500 in reserve for this purpose, we will also put a further £1000 away each year to cover cost of replacing our Trishaws in years to come

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

All funds for the year were through donations and grants, and we have adopted the Gift Aid Scheme.

We are not able to invest in longer-term investments such as stock and shares, and the Group has therefore adopted a low-risk strategy to the investment of its funds.

All funds are held in cash using a Lloyds Bank Treasures Account with 2 signatories required for all payments. our assets at the end of the financial year were 3 Trishaws and 1 Tandem all with a spare battery,

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Cycling Without Age Weymouth Receipts and Payments Account

Year start date

Year end date

| | | | |
|-------------------|------------|----|------------|
| For the year from | 01/04/2020 | To | 31/03/2021 |
|-------------------|------------|----|------------|

Receipts and payments

| | 31/03/2019/20 | 31/03/2020/21 |
|---|--------------------|--------------------|
| | Unrestricted funds | Unrestricted funds |
| Receipts | £ | £ |
| Donations, legacies and similar income | | |
| Donations | 1,862 | 5,042 |
| sponsorship | | 1,810 |
| Go Fund me | 312 | 574 |
| Sub total | 2,174 | 7,426 |
| Grants | | |
| Inclusion Grant | 975 | |
| Community Grant | | 7,845 |
| Other grants | - | 5,000 |
| Online Partners | | 11 |
| Gift Aid | | 216 |
| Sub total | 975 | 13,071 |
| Fundraising (gross) | | |
| | - | |
| Sub total | - | - |
| Investment income | | |
| Bank interest | - | - |
| Sub total | - | - |
| Total Gross Income | 3,149 | 20,497 |
| Asset and investment sales, etc. | - | - |
| Total receipts | 3,149 | 20,497 |

Cycling Without Age Weymouth Receipts and Payments Account

Year start date

Year end date

| | | | |
|-------------------|------------|----|------------|
| For the year from | 01/04/2020 | To | 31/03/2021 |
|-------------------|------------|----|------------|

Receipts and payments

| | Unrestricted funds | Unrestricted funds |
|---|--------------------|--------------------|
| | £ | £ |
| Payments | | |
| Charitable Payments | | |
| Insurance | 846 | 784 |
| First aid Kit | 7 | - |
| Bike Accessories/services | 30 | 205 |
| Spare Battrey | 799 | |
| Keys | 8 | - |
| Stationary | 20 | - |
| Phone | 10 | 10 |
| Trishaws/Batteries | - | 15,552 |
| Other | | 182 |
| Sub total | 1,720 | 16,733 |
| Fundraising expenses | | |
| | - | - |
| Sub total | - | - |
| Total Gross Expenditure | 1,720 | 16,733 |
| Asset and investment purchases, etc. | - | - |
| Total payments | 1,720 | 16,733 |
| Net of receipts/(payments) | 1,429 | 3,764 |
| Cash funds last year end | - | - |
| Cash funds this year end | 1,429 | 3,764 |

Statement of assets and liabilities at the end of the year

| | Unrestricted funds | Unrestricted funds |
|--|--------------------|--------------------|
| | £ | £ |
| Cash funds | | |
| Bank current account | 2,061 | - |
| Bank deposit account | - | - |
| Cash/Floats | 168 | 115 |
| Total cash funds | 2,229 | 115 |
| Other monetary assets | | |
| | - | - |
| Sub total | - | - |
| Investment assets | | |
| | - | - |
| Sub total | - | - |
| Non monetary assets for charity's own use | | |
| Trishaw | 5,865 | 16,698 |
| | - | - |
| Sub total | 5,865 | 16,698 |
| Liabilities | | |
| Cheque not cashed | 799 | - |
| | - | - |
| Sub total | 799 | - |

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

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Print Name

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|-----------|
| Chair |
| Treasurer |