

Report of the Trustees and
Unaudited Financial Statements for the Period 15th April 2020 to 31st May 2021
for
CYCALL

MastersFuller
Chartered Certified Accountants
38 Salisbury Road
Worthing
West Sussex
BN11 1RD

CYCALL

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for the Period 15th April 2020 to 31st May 2021

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CYCALL

Report of the Trustees **for the Period 15th April 2020 to 31st May 2021**

The trustees present their report with the financial statements of the charity for the period 15th April 2020 to 31st May 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The object of the CIO is to relieve the needs of people who are in need by reason of their age, ill-health or disability by the provision of free adapted cycling sessions to facilitate their engagement in ordinary social activities that will increase their visibility and reduce their social isolation.

Significant activities

The principal activity for the period under review was providing free adapted cycling sessions for disabled adults and children and people with a long term health condition in Worthing and the surrounding area. CYCALL also provides outdoor toys and games which promote the development of motor skills, coordination and social skills.

When planning our activities for the year, we have considered The Commission's guidance on the public benefit.

The Trustees of CYCALL are extremely grateful for the contribution of volunteers who freely give their time. As the organisation grows CYCALL is aiming to recruit new volunteers to fulfil a number of roles. CYCALL has an inclusive volunteering policy and aims to offer volunteer opportunities to people who may encounter barriers to volunteering. All volunteers undergo an enhanced DBS check and receive comprehensive Safeguarding and Child Protection Training. CYCALL is a Dementia Friendly organisation and 3 volunteers have received Dementia Awareness Training. 2 volunteers are qualified St John First Aiders.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CYCALL has generated funding from grant-givers and from its own fundraising efforts which has enabled the Trustees to extend its fleet of adapted bikes. CYCALL now has 20 adapted trikes. 2020 was a very challenging year for CYCALL because of the restrictions imposed due to the Coronavirus epidemic. CYCALL sessions were unable to operate as planned but managed to run for a month at the beginning of 2020 and throughout August & September 2020. CYCALL sessions resumed in April 2021. These sessions have been fully booked and beneficiary numbers are steadily increasing.

The Trustees have formed very successful working relationships with local organisations interested in inclusivity, disability awareness and those offering services to people living with a disability. In 2021, CYCALL has welcomed 10 groups, organisations and SEN schools to an inclusive cycling session. CYCALL offers free adapted cycling sessions at Brooklands Park, Worthing, West Sussex on a Wednesday, Friday, and Saturday and takes weekday bookings from groups, organisations or participants who would benefit from a one to one session. CYCALL sessions also provide an opportunity for social interaction.

FINANCIAL REVIEW

Reserves policy

CYCALL has a Reserves Policy and aims to maintain sufficient reserves of £3,500. This is unrestricted funds. The Reserves Policy is reviewed annually. At the end of the financial year 2020/21 reserves amounted to £3679.

CYCALL

Report of the Trustees **for the Period 15th April 2020 to 31st May 2021**

FINANCIAL REVIEW

The principal source of CYCALL funds is from Grants. These funds are supported by attending local community events, voluntary donations and selling of donated goods at Car Boot sales. Fundraising activities have been very limited during the period under review due to the COVID 19 epidemic. Fundraising activities are planned for Summer 2021 in accordance with local guidelines. CYCALL has a Grant Planner which along with voluntary donations ensures a sustainable future for the organisation. Our overheads are manageable due to Adur & Worthing Council providing our site location at no cost.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a 'Foundation Model' constitution dated 15th April 2020.

Charity constitution

Charitable Incorporated Organisation (CIO).

Recruitment and appointment of new trustees

Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the existing Trustees of CYCALL consider the skills, experience and knowledge and determine if the person will be effective as a member of The Board of Trustees. All Trustees receive a Trustee handbook which includes information from The Charity Commission document 'The Essential Trustee (CC3)'. The Chair of CYCALL provides induction training and each new Trustee is paired with an existing Trustee during the Induction period. CYCALL is committed to supporting the trustees to enhance their skills and knowledge further, to improve the effectiveness of the board and increase the collective expertise within the organisation.

Organisational structure

CYCALL has a board of 3 Trustees. The Trustees meet 4 times a year and hold a General Meeting annually. According to the charities governing document there must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee. The maximum number of charity trustees is 9. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum. Apart from the first charity trustees, every trustee must be appointed [for a term of three years] by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. Trustees undergo a full induction and receive the same training as volunteers. Opportunities for CPD are provided regularly. CYCALL maintains a Risk Register which is reviewed and updated every 6 months by the Trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1189056

Principal address

11 St Andrews Close
Ferring
Worthing
West Sussex
BN12 5LF

Trustees

Mrs M A Walters (appointed 15.4.20)
R E Walters (appointed 15.4.20)
Mrs S J Pickford (appointed 15.4.20)

CYCALL

Report of the Trustees
for the Period 15th April 2020 to 31st May 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Ian Walker

MastersFuller

Chartered Certified Accountants

38 Salisbury Road

Worthing

West Sussex

BN11 1RD

Approved by order of the board of trustees on 9th August 2021 and signed on its behalf by:

A handwritten signature in black ink that reads "M. A. Walters". The signature is written in a cursive style with a large initial 'M' and 'A'.

Mrs M A Walters - Trustee

Independent Examiner's Report to the Trustees of
Cycall

Independent examiner's report to the trustees of Cycall

I report to the charity trustees on my examination of the accounts of Cycall (the CIO) for the period 15th April 2020 to 31st May 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

Ian Walker
MastersFuller
Chartered Certified Accountants
38 Salisbury Road
Worthing
West Sussex
BN11 1RD

9th August 2021

CYCALL

Statement of Financial Activities
for the Period 15th April 2020 to 31st May 2021

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,679	65,802	69,481
 EXPENDITURE ON			
Raising funds	-	40,114	40,114
	<hr/>	<hr/>	<hr/>
NET INCOME	3,679	25,688	29,367
 RECONCILIATION OF FUNDS			
Total funds brought forward	-	51,824	51,824
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>3,679</u>	<u>77,512</u>	<u>81,191</u>

CYCALL

Statement of Assets and Liabilities
31st May 2021

	£
FIXED ASSETS	
Tangible assets	51,824
CURRENT ASSETS	
Cash at bank and in hand	29,367
	<hr/>
NET CURRENT ASSETS	<u>29,367</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	
	81,191
	<hr/>
NET ASSETS	<u><u>81,191</u></u>
 TOTAL FUNDS	 <u><u>81,191</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 9th August 2021 and were signed on its behalf by:



S J Pickford - Trustee

Notes to the Financial Statements
for the Period 15th April 2020 to 31st May 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31st May 2021.

Trustees' expenses

There were no trustees' expenses paid for the period ended 31st May 2021.

CYCALL

Notes to the Financial Statements - continued
for the Period 15th April 2020 to 31st May 2021

3. TANGIBLE FIXED ASSETS

	Tangible assets £
COST	
Additions	<u>51,824</u>
NET BOOK VALUE	
At 31st May 2021	<u><u>51,824</u></u>

4. MOVEMENT IN FUNDS

	At 15.4.20 £	Net movement in funds £	At 31.5.21 £
Unrestricted funds			
General fund	-	3,679	3,679
Restricted funds			
Restricted	51,824	25,688	77,512
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>51,824</u>	<u>29,367</u>	<u>81,191</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,679	-	3,679
Restricted funds			
Restricted	65,802	(40,114)	25,688
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>69,481</u>	<u>(40,114)</u>	<u>29,367</u>

5. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31st May 2021.

CYCALL

Receipts and Payments Account
for the Period 15th April 2020 to 31st May 2021

£

RECEIPTS

Voluntary donations	882
Fundraising	205
Grants-restricted	45,565
Grants-restricted (designated)	4,390
Grants-unrestricted	3,844
Other	92
Balance transferred from CIC	<u>14,503</u>
	<u>69,481</u>

PAYMENTS

Volunteer costs	939
General office admin costs	549
Advertising/PR costs	386
Event/fundraising costs	2,954
Direct activity costs	35,277
Sundries	<u>9</u>
	<u>40,114</u>

Net income	<u><u>29,367</u></u>
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