

Trustees' Annual Report for the period 21st July 2021 – 31st December 2022

Charity name: Windsor Cycle Hub

Charity registration number: 1195024

Objectives and Activities

The activities organised by the CIO promote cycling for all throughout the Windsor community by encouraging residents and visitors into or back to cycling including recycling affordable bicycles, teaching mechanical skills, sharing knowledge and resource, and running events and rides that are promoting community participation in health recreation.

Key activities undertaken to support these objectives:

- Refurbishing donated bikes, which are offered to local residents at cost-effective prices to lower the cost of owning a bike.
- Providing bicycle servicing to local residents so they are safer to ride.
- Organising and promoting organised rides for residents in Windsor and surrounding communities to encourage them to cycle more and increase knowledge of local routes
- Providing young people with educational support sessions and starting to develop work experience placements in our workshop, and within local schools.
- Attending local events to promote cycling and offer Dr Bike maintenance sessions to communities in and around Windsor.
- All our bikes are donated by local residents, this reduces the number of unused bikes and minimises the number of bikes sent to landfill.

We recognise the contribution made by volunteers in leading organised rides, and assisting in the workshop.

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

	2022	2021
Bikes Serviced (Bike Kitchen & Dr Bike)	Bike Kitchen 196 Dr Bike 52	27
Organised Rides	47	9
Curriculum Support Sessions & Work Experience	36 hours	0
Bikes Refurbished	18 total (gifted 11, sold 7)	0
Volunteer Hours	1308.5 (Apr – Dec)	Not recorded

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In for first 15 months of operating, Windsor Cycle Hub (WCH) has secured several substantial grants that have enabled a considerable amount of growth. Sensible financial management
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Following writing of the Risk Register the Board of Trustees have taken the decision to hold a reserve equivalent to the expenditure on equipment, so that the break in service support is minimal should the storage facilities be subject to theft or damage via incident. Windsor Cycle Hub (WCH) also recognises unspent grant monies as liability and holds those funds in reserve until terms of grants have been honoured
Amount of reserves held	Para 1.22	£2419.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Grant applications Donations for minor repairs and servicing Sales of refurbished bikes Retail of merchandise
A description of the principal risks facing the charity	Para 1.46	At this time the Board of Trustees and wider volunteer group acknowledges risk to brand reputation to be the principal risk to WCH and feel that guidance has been put in place to minimise this.

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Structure, Governance and Management

Windsor Cycle Hub (WCH) is a Charitable Incorporated Organisation. The governing document is a Memorandum and Articles of Association incorporated 20th July 2021, with a growing portfolio of operational policies.

The governing body of the charity is the Board of Trustees, members of who are set out below. The appointment of a new trustee takes place after due consideration from both parties, to ensure the best strategic fit, and typically after the prospective trustee has supported WCH in a volunteer capacity. New trustees are briefed on their legal obligations under charity law, the context of the Memorandum and Articles of Association and recent financial performance of the charity whilst also being supported by fellow trustees and encouraged to progress further learning opportunities relating to the role.

Reference and Administrative details

Charity name	Windsor Cycle Hub
Other name the charity uses	WCH
Registered charity number	1195024
Charity's principal address	C/o The Swan in Clewer 9 Mill Lane Clewer Village, Windsor Berkshire, SL4 5JG info@windsorcyclehub.org

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	George William Calvert	Chair	01 July 2021	
2	Susan Shearer	RBWM & Community Liaison	01 July 2021	
3	Simon Foy		01 July 2021 resigned 09 June 2022	
4	Caroline Whorlow	Projects Lead	09 June 2022	
5	Keith Patton	Bike Kitchen Lead	09 June 2022	
6	Claire Taylor	Treasurer	09 June 2022	
7	David Bonney	Rides & Routes Lead	21 November 2022	

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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


Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	George W Calvert	Claire L Taylor
Position (e.g. Secretary, Chair, etc)	Chair	Treasurer
Date	11 th July 2023	

Charity Name: Windsor Cycle Hub CIC		Charity No	1195024		
		Company No			
Annual accounts for the period					
Period start date	20/07/2021	To	Period end date	31/12/2022	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Income (Note 3)						
Income and endowments from:						
Donations and legacies	S01	1,958	32,040	-	33,998	-
Charitable activities	S02	-	1,750	-	1,750	-
Other trading activities	S03	529	-	-	529	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	555	-	-	555	-
Other	S06	440	-	-	440	-
Total	S07	3,482	33,790	-	37,272	-
Expenditure (Notes 6)						
Expenditure on:						
Raising funds	S08	1,100	2,403	-	3,503	-
Charitable activities	S09	-	8,740	-	8,740	-
Separate material expense item	S10	189	3,960	-	4,149	-
Other	S11	233	4,053	-	4,285	-
Total	S12	1,522	19,155	-	20,677	-
Net income/(expenditure) before tax for the reporting period	S13	1,960	14,635	-	16,595	-
Tax payable	S14	-	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)	S15	1,960	14,635	-	16,595	-
Net gains/(losses) on investments	S16	-	-	-	-	-
Net income/(expenditure) Extraordinary items	S17	1,960	14,635	-	16,595	-
Transfers between funds	S18	-	-	-	-	-
Other recognised gains/(losses):	S19	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
Net movement in funds	S22	1,960	14,635	-	16,595	-
Reconciliation of funds:						
Total funds brought forward	S23	-	-	-	-	-
Total funds carried forward	S24	1,960	14,635	-	16,595	-



 04/07/2023

Section B

Balance sheet

	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£ F01	£ F02	£ F03	£ F04	£ F05
Fixed assets						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	1,100	6,363	-	7,462	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
Total fixed assets	B05	1,100	6,363	-	7,462	-
Current assets						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	-	-	-	-	-
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	-	-	-	-	-
Total current assets	B10	-	-	-	-	-
Creditors: amounts falling due within one year (Note 20)	B11	-	-	-	-	-
Net current assets/(liabilities)	B12	-	-	-	-	-
Total assets less current liabilities	B13	1,100	6,363	-	7,462	-
Creditors: amounts falling due after one year (Note 20)	B14	-	-	-	-	-
Provisions for liabilities	B15	-	14,635	-	14,635	-
Total net assets or liabilities	B16	1,100	8,272	-	7,173	-
Funds of the Charity						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	14,635	-	14,635	-
Unrestricted funds	B19	1,960	-	-	1,960	-
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
Total funds	B22	1,960	14,635	-	16,595	-

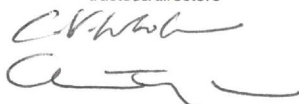
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

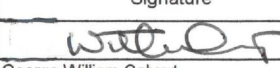
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one or two trustees/directors on behalf of all the trustees/directors



Signature of director authenticating accounts being sent to Companies House

Print Name	Date of approval dd/mm/yyyy
Caroline Whorlow	04/07/2023
Claire Taylor	04/07/2023

Signature	Date dd/mm/yyyy
	
George William Calvert	24/07/2023



2021	EXPENDITURE	Year 2022
	Grants ^{(*)R}	£ 8,740.00
	Training ^{(*)R}	£ 4,052.70
	Donations	£ -
£ 2.30	General Purpose	£ 230.49
£ 154.83	Equipment ^{*R}	£ 2,264.72
£ 84.91	Consumables ^{*R}	£ 1,455.31
	Merchandise ^{*R}	£ 560.67
	Events	£ -
	Bikes	£ -
	Marketing ^{*R}	£ 2,941.91
	Corporate Listings	£ 167.00
£ 2.85	iZettle & Paypal Fees	£ 19.26
£244.89	TOTAL	£20,432.06

Excess Income / Exp	16594.86
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Assets and Liabilities

Liabilities

Abri Group Limited

Cycling UK

13535

1100

Excess Assets / Liabilities £ 1,959.86

Assets

Cash at Bank Current Account

CAF Account

Petty Cash

£ 16,594.86

4

£ 132.92

N. V. V. 4/7/23