

Trustees' Annual Report for the period 01st January – 31st December 2025

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, and gifted to those in the community (ie. homeless, refugees, etc.) who cannot afford to purchase a bike, but are in need of a sustainable means of transport"
- 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

	2025	2024
Bikes Serviced (Bike Kitchen & Dr Bike)	Bike Kitchen 384	Bike Kitchen 348
Bikes Security Marked	29	55
Organised Rides	49 (supporting 670 riders)	54 (supporting 804 riders)
Curriculum Support Sessions & Work Experience	168 hours	100 hours
Bikes Rehomed	Total 75 (gifted 48, sold 27)	Total 48 (gifted 14, sold 34)
Volunteer Hours	1394	1726

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	2025
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>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.</p> <p>Windsor Cycle Hub (WCH) also recognises unspent grant monies as liability and holds those funds in reserve until terms of grants have been honoured</p>
Amount of reserves held	Para 1.22	£16,395.22
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	<p>Grant applications</p> <p>Donations for minor repairs and servicing</p> <p>Sales of refurbished bikes</p> <p>Retail of merchandise</p>
A description of the principal risks facing the charity	Para 1.46	<p>At this time the Board of Trustees and wider volunteer group acknowledges loss of our storage and workshop facilities to be the greatest risk to the charity.</p>

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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 which 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		
2	Susan Shearer	RBWM & Community Liaison		
3	Caroline Whorlow	Projects Lead		
4	Keith Patton	Bike Kitchen Lead		
5	Claire Taylor	Treasurer		
6	David Bonney	Rides & Routes Lead		
7	Nicky Forbisher	Human Resources		
8	George King	Websites & IT		

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Exemptions from disclosure



Reason for non-disclosure of key personnel details

Other optional information

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	20 th April 2026	20 th April 2026



WINDSOR CYCLE HUB CIO Accounts - Restricted and Unrestricted Funds

Income and Expenditure Account - 31 DEC 2025

2024	INCOME	Year 2025
£ 1,512.50	Grants ^{*R}	£ 1,243.93
	Training	
£ 3,331.00	Donations	£ 3,558.00
£ 53.11	General Purpose	£ 231.52
£ -	Equipment	£ 51.00
£ 38.00	Consumables	£ 199.00
£ 326.50	Merchandise	£ -
£ 4.00	Events	£ -
£ 2,470.00	Bikes	£ 3,444.00
£7,735.11	TOTAL	£8,727.45

2024	EXPENDITURE	Year 2025
	Grants ^(*R)	£ -
£ 584.60	Training ^(*R)	£ -
£ -	Donations	£ 88.44
£ 2,068.46	General Purpose	£ 2,956.66
£ 19.99	Equipment ^{*R}	£ 761.60
£ 557.83	Consumables ^{*R}	£ 1,602.42
£ 294.77	Merchandise ^{*R}	£ -
£ 824.10	Events	£ 20.00
£ 1,061.39	Bikes	£ 389.64
£ 937.94	Marketing ^{*R}	£ 1,149.91
£ 88.00	Corporate Listings	£ 88.00
£ 61.04	iZettle & Paypal Fees	£ 76.15
£6,498.12	TOTAL	£7,132.82

Excess Income / Exp (2025) £1,594.63

Excess Income / Exp (foundation to 2024) £11,382.67

Assets and Liabilities

Liabilities

Cycling UK	£ 2,429.00
Operating Reserve	£ 6,000.00
Unpresented Bills	£ 1,000.00
2026 Projects	£ 7,500.00
Excess Assets / Liabilities	£ 4,967.77

Assets

Cash at Bank Current Account	£ 5,424.53
Cash at Bank Savings Account	£ 16,395.22
CAF Account	£ -
Petty Cash	£ 77.02

Charity Name: Windsor Cycle Hub CIC		Charity No	1195024	
		Company No		
Annual accounts for the period				
Period start date	01/01/2025	To	Period end date	31/12/2025

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

Recommended categories by activity

Income (Note 3)

Income and endowments from:

Donations and legacies

Charitable activities

Other trading activities

Investments

Separate material item of income

Other

Total

Expenditure (Notes 6)

Expenditure on:

Raising funds

Charitable activities

Separate material expense item

Other

Total

Guidance Note

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
S01	3,558	1,244	-	4,802	5,071
S02				-	
S03			-	-	326
S04			-	-	-
S05	3,694		-	3,694	2,508
S06	232		-	232	57
S07	7,484	1,244	-	8,728	7,962

S08	1,170	1,152	-	2,322	2,077
S09	88		-	88	
S10	76	1,602		1,678	1,679
S11	1,745	1,300	-	3,045	2,741
S12	3,080	4,054	-	7,134	6,497

S13	4,404	-	2,810	-	1,594	1,238
S14	-	-	-	-	-	-
S15	4,404	-	2,810	-	1,594	1,238
S16	-	-	-	-	-	-
S17	4,404	-	2,810	-	1,594	1,238
S18	-	-	-	-	-	-
S19		5,000	-	5,000	-	-

S20			-	-	-	-
S21			-	-	-	-
S22	4,404	2,190	-	6,594	1,238	
S23	3,910	6,230	-	10,140	-	
S24	8,314	8,420	-	16,734	19,428	

Net income/(expenditure) before tax for the reporting period

Tax payable

Net income/(expenditure) after tax before investment gains/(losses)

Net gains/(losses) on investments

Net income/(expenditure)

Extraordinary items

Transfers between funds

Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

Net movement in funds

Reconciliation of funds:

Total funds brought forward

Total funds carried forward

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		2,015	-	2,015	5,504
Heritage assets (Note 16)	B03	-	2,555	-	2,555	-
Investments (Note 17)	B04	-	-	-	-	-
Total fixed assets	B05	-	4,570	-	4,570	5,504
Current assets						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	-	-	-	-	-
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	5,501	16,395	-	21,896	19,801
Total current assets	B10	5,501	16,395	-	21,896	19,801
Creditors: amounts falling due within one year (Note 20)	B11	7,000	7,929	-	14,929	3,537
Net current assets/(liabilities)	B12	- 1,499	8,466	-	6,967	16,264
Total assets less current liabilities	B13	- 1,499	13,036	-	11,537	19,918
Creditors: amounts falling due after one year (Note 20)	B14	-	-	-	-	-
Provisions for liabilities	B15	6,500	1,650	-	8,150	8,150
Total net assets or liabilities	B16	- 7,999	11,386	-	3,387	11,768
Funds of the Charity						
Endowment funds (Note 27)	B17	-			-	-
Restricted income funds (Note 27)	B18		11,202		11,202	2,429
Unrestricted funds	B19	5,424		-	5,424	15,531
Revaluation reserve	B20				-	
Fair value reserve	B21					
Total funds	B22	5,424	11,202	-	16,626	19,428

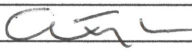
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

Print Name	Date of approval dd/mm/yyyy
	
Claire Taylor	20/04/2026

Signature of director authenticating accounts being sent to Companies House

Signature	Date dd/mm/yyyy
	
George William Calvert	20/04/2026