

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date			Period end date				
From	Day	Month	Year	To	Day	Month	Year
	11	07	2024		30	06	2025

Reference and administration details

Charity name  
Other names charity is known by  
Registered charity number  
Charity's principal address

Teri Bikes
SCO53497
12 North Bridge Street
Hawick
TD9 9QW

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		Chair		
2		Treasurer and Secretary		
3		Treasurer and Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				



## Reference and administration details

**Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)**

Name	Dates acted if not for whole year

## Structure, governance and management

**Type of governing document**

SCIO Constitution (Single Tier)

**Trustee recruitment and appointment**

Three original trustees continue to identify interested members of the community to become trustees. It is our goal to encourage further growth in the next year.

## Objectives and activities

### Charitable purposes

We are a non-profit community initiative, committed to hiring e-bikes to Hawick folk and visitors to the town.

### Summary of the main activities in relation to these objects

Our main aims are to improve health and wellbeing, whilst maximising the use of our new Active Travel Network and allowing more people to enjoy the beautiful countryside around Hawick.

We aim to:

1. Reduce the number of local car journeys, saving users money and reducing carbon footprint
2. Improving users overall health and wellbeing.
3. Provide support to new cyclists and those who want to rebuild their cycling skills.
4. Offer greener travel and community cycling as an alternative leisure activity
5. Provide opportunities for volunteering for example customer service skills and cycle maintenance, support cycle led rides
6. Provide opportunities to learn cycle maintenance and repair for all
7. Opportunities to trial e-bikes prior to making a financial commitment, including signposting to Cycle to Work Schemes

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## Achievements and performance

### Summary of the main achievements of the charity during the financial period

Cycle led rides have proven popular with a core group of cyclists.

Teri Bikes main success has been funding from SEStran to provide the opportunity of 'free' e-bike hire. This has made cycling more accessible to local people.

From December 2024 to June 2025, we have had

- o 109 weekly hires and 41 daily hires
- o 954 total cycling hours
- o 3603 total cycling miles

This year we have noticed a steady increase in bike repairs and servicing.

The Hub is managed by the Trustees and two volunteers, providing around 20 hours per week alongside a 12 hour per week paid hub manager / cycle mechanic

One volunteer has completed his Velotech Bronze and Silver Cycle Maintenance award.

The trustees continue to apply for funding to maintain both the cycle hub and employment of the hub manager. They also offer the hub and its facilities and bikes to community partners.

The Hub manager has supported pupils at the local High School and youth groups.

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees will endeavour to maintain sufficient reserves to support on-going activities.

### Details of any deficit

None

### Donated facilities and services (if any)

Teri Bikes have no donated facilities and services.

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## Other optional information

## 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 (e.g. Chair)

Date

05/09/2025



Receipts and payments accounts						
For the period from				to		
	Day	Month	Year		Day	Month
	11	07	2024		30	06

## Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	934				934	
Transfers from HGT	11,546				11,546	
Grants	23,949				23,949	
Receipts from fundraising activities					-	
Gross trading receipts	468				468	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	-				-	
Sale of freehold property	-				-	
<b>A1 Sub total</b>	<b>36,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,897</b>	<b>-</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>36,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,897</b>	<b>-</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments	-				-	
Investment management costs					-	
Payments relating directly to charitable activities	28,116				28,116	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	360				360	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
<b>A3 Sub total</b>	<b>28,476</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,476</b>	<b>-</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>28,476</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,476</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>8,421</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,421</b>	<b>-</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>8,421</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,421</b>	<b>-</b>



## Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year						
	Surplus / (deficit) shown on receipts and payments account	8,421				8,421	
						-	
						-	
	Cash and bank balances at end of year	8,421	-	-	-	8,421	-
	(Agree balances with receipts and payments account(s))						
<b>B2 Investments</b>							
<b>B3 Other assets</b>							
<b>B4 Liabilities</b>							
	Independent examiner fees					360	
						360	
<b>B5 Contingent liabilities</b>							
Signed by one or two trustees on behalf of all the trustees							Date of approval

## Section C Notes to the Accounts

**C1 Nature and purpose of funds** (may be stated on analysis of funds worksheets)

General funds can be used for any purpose as directed by the Trustees.

**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)

X

**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

**C4b Trustee expenses - details**

REIMBURSED EXPENSES	Number of trustees	£

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

**C6 Other Information**

Stock valuing £50,143 was donated to Teri Bikes from Hawick Development Trust. Additionally, Fixed Assets with the value of £1,870 was donated from Hawick Development Trust to Teri Bikes.

## TERI BIKES

SCO53497

## Additional analysis (1)

## Analysis of receipts and payments

## 1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Transfer from HGT	11,546				11,546	
Donations from Individuals	934				934	
					-	
					-	
<b>Total</b>	<b>12,480</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,480</b>	<b>-</b>

reference

reference

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Scottish Borders Council	23,949		23,949	
			-	
			-	
			-	
<b>Total</b>	<b>23,949</b>	<b>-</b>	<b>23,949</b>	<b>-</b>

## 3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Sales	468				468	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	<b>468</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>468</b>	<b>-</b>

## 4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Purchases	7,926				7,926	
Rent	1,300				1,300	
Rate	219				219	
Insurance	1,627				1,627	
Heat and Light	1,096				1,096	
Telephone	524				524	
Wages	8,776				8,776	
PAYE	2,636				2,636	
Pension	437				437	
Repairs	890				890	
Advertising	654				654	
Web Hosting	277				277	
PPS	74				74	
Staff Training	720				720	
Workwear	204				204	
Payroll	756				756	
					-	
<b>Total</b>	<b>28,116</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,116</b>	<b>-</b>

## Additional analysis (2)

## 5 Breakdown of unrestricted funds

	Unrestricted funds Fund 1 - income from all funds below	Unrestricted funds Fund 2 - income from all funds below	Unrestricted funds Fund 3 - income from all funds below	Unrestricted funds Fund 4 - income from all funds below	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	11,546				11,546	
Transfer from HGT	934				934	
Grants	23,949				23,949	
Receipts from fundraising activities					-	
Gross trading receipts	468				468	
Buildings					-	
Rents from land & buildings					-	
Sale of property					-	
<b>Sub total</b>	<b>36,897</b>	-	-	-	<b>36,897</b>	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	-	-	-	<b>-</b>	-
<b>Total receipts</b>	<b>36,897</b>	-	-	-	<b>36,897</b>	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	28,116				28,116	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	360				360	
Preparation of annual accounts					-	
Legal costs					-	-
					-	
<b>Sub total</b>	<b>28,476</b>	-	-	-	<b>28,476</b>	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	-	-	-	<b>-</b>	-
<b>Total payments</b>	<b>28,476</b>	-	-	-	<b>28,476</b>	-
<b>Net receipts / (payments)</b>	<b>8,421</b>	-	-	-	<b>8,421</b>	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>8,421</b>	-	-	-	<b>8,421</b>	-
<b>Nature and purpose of funds</b>						
General funds can be used for any purposes as directed by the Trustees.						

## TERI BIKES

SCO53497

## Additional analysis (3)

## 6 Breakdown of restricted funds

	<small>Restricted fund</small> <small>1 - enter name of fund below</small>	<small>Restricted fund</small> <small>2 - enter name of fund below</small>	<small>Restricted fund</small> <small>3 - enter name of fund below</small>	<small>Restricted fund</small> <small>4 - enter name of fund below</small>	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

Nature and purpose of funds

# APPENDIX 3



## Independent examiner's report on the accounts

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Report to the trustees/members of

Teri Bikes

Registered charity number

SCO53497

On the accounts of the charity for the period

Period start date

Day Month Year  
11 07 2024

to

Period end date

Day Month Year  
30 06 2025

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page\*]

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

Signed  
Name

be drawn in order to enable a proper  
shed.

Date:

8/9/2025

Relevant professional  
qualification(s) or body  
(if any)

Address

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of  
any items that the  
examiner wishes to  
disclose