

Report of the Trustees and
Unaudited Financial Statements for the Year to 31st May 2025

for
CYCALL

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

CYCALL

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for the Year to 31st May 2025

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CYCALL

Report of the Trustees for the Year to 31st May 2025

Overview

The Governing Body of CYCALL was delighted to welcome Simon Donlevy to the Trustee team. Simon has an excellent knowledge of financial management and accounting and will contribute greatly to the sound governance of CYCALL. Tanya Collins and Sarah Pickford have stood down after serving their term as founding Trustees.

As a result of funding from the Worthing Community Infrastructure Levy and the Asda foundation CYCALL has opened a new sensory space at Brooklands Park. The CHUB is a converted storage container and is equipped with sensory equipment, sensory lighting and seating. The CHUB is an excellent addition to CYCALL sessions and is proving very popular with visitors. The CHUB offers a quiet space for CYCALL visitors. The CHUB also has a book area which contains thoughtful books which are relevant to CYCALL customers.

FINANCIAL REVIEW

The principal source of CYCALL funding is from Restricted Grants awarded for a designated purpose. These funds are supplemented by volunteers attending local community events, voluntary donations and selling of donated goods at Car Boot sales. We were grateful to receive financial support (grants/donations) from the following funders/organisations during this financial period:

The Rampion Wind Farm Fund (administered by Sussex Community Foundation)

Recycling in Lancing

Worthing Community Infrastructure Levy (Worthing Council)

Sport England

Asda Foundation

Worthing Community Chest

Royal Brunswick Lodge (Freemasons)

Onestop Community Partnership

Arnold Clark Community Fund

Chapman Charitable Trust

Garfield Weston Foundation

Bentley Trust

WG Edwards Charitable Foundation

Worthing Islamic Society-Rangoonwala Foundation

The funding has allowed CYCALL to remain in a stable financial situation and has met many of our operational costs including refreshments, insurance, bike and site maintenance and volunteer training costs. The Trustees of CYCALL have made the decision to continue to offer cycling sessions on a donations only basis to prevent financial exclusion for those families struggling financially at the moment.

Laura Nichol, a member of Angmering Cycling Club undertook a challenge of cycling from Lands End to John O Groats to raise funds for CYCALL. The funds raised were used to purchase a new adapted bike from Tomcat SNI Ltd.

The CYCALL key objectives of increasing physical activity and reducing social isolation for people with disabilities or long term health conditions remain a high priority both nationally and on a local level. Both objectives continue to feature in National and Local Government planning and strategy for health and wellbeing outcomes.

CYCALL has a 3 year development plan and a set of Management Accounts which show the budget and forecast of income & expenditure. CYCALL also maintains a Risk Register which mitigates financial and reputational risk. These are working documents and are reviewed and updated on a regular basis. The structure and governance procedures help to secure a sustainable future for CYCALL.

CYCALL

Report of the Trustees for the Year to 31st May 2025

CYCALL received funding from the Chapman Charitable Trust which allowed us to welcome Chloe back as a session leader and to recruit a new session assistant, Andre. At the start of the season, sessions were limited to alternate Saturday's however a personal donation from a member of the CYCALL community allowed us to additionally open on alternate Thursdays. The Trustees manage the following key documents to assist with Financial record keeping, planning, scrutiny and budgeting:

Management Accounts

Financial Accounts

Financial Forecast

Budget

3 year Development Plan

The Trustees are confident that CYCALL is financially stable and will continue to benefit from grants awarded and fundraising efforts to enable the organisation to fulfil the aims of the constitution.

Achievements & Performance

- 2818 volunteer hours in 2024/25 to support the administration and delivery of CYCALL sessions
- Offered supported volunteering opportunities
- 34 CYCALL sessions
- 1931 visitors to CYCALL
- Chloe (Session leader) attended Makaton training to level 4
- Chloe (Session leader) attended Red Cross 1st Aid Course
- Induction Training/Review of Safeguarding & Child Protection Training-Team
- Networking opportunities with Wheels 4 All/Visited Wheels 4 All-Epsom
- Fred (volunteer) attended Worthing Community Chest Appraisal Panel and CIL appraisal panel
- CYCALL-part of the Mencap Active Community Project
- Welcomed a Duke of Edinburgh Award student completing a volunteering experience
- Attended Community Events including Lancing Green Dreams, Ferring Festival, Worthing Carnival. Mencap Sports Day, Palatine Fun Day. Lancing Village Fair

Testimonials.

- "Wow, we all love the new CHUB...I cannot get my son to leave!"
- "CYCALL just gets better and better each year"
- "I cannot believe the progress my little one has made-so much more confident on a bike now"
- "Thank you for the loan of a bike for the bikeability course, it really made him feel included"

Looking Forward

CYCALL is in a very strong position. CYCALL sessions continue to be in high demand and the Trustees are exploring ways to increase capacity to meet this demand. 2025 is an exciting year for CYCALL as Martine & Rob Walters (founding Trustees) plan to pass on their legacy. Martine and Rob are so grateful for the support of the CYCALL community and know that they are leaving CYCALL in a good position governed by a very strong leadership team.

The Trustees would like to thank everyone who is part of the CYCALL family. We treasure your support and value your part in making the CYCALL community a wonderful place to be.

CYCALL

Report of the Trustees for the Year to 31st May 2025

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. 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 4 Trustees. The Trustees meet 4 times a year and hold a General Meeting annually. The last Annual General meeting was held on Tuesday 15th April, 2025.

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

23 Onslow Drive,

Ferring, Worthing

West Sussex

BN12 5RS

Trustees

Mrs M A Walters (appointed 15.4.20)

R E Walters (appointed 15.4.20)

Miss JF Matheson (appointed 4.4.24)

Mr Simon Donlevy (appointed 29.10.24)


Signed

Martine Annette Walters (on behalf of the Trustees)

Thursday 5th June, 2025

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 year to 31st May 2025.

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').

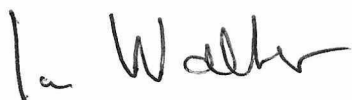
I report in respect of my examination of the CIO's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

Date 1st August 2025

CYCALL
Receipts and Payments Account
for the Year Ended 31st May 2025

	2025			2024
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Receipts				
Voluntary donations	8,044	-	8,044	3,512
Fundraising	5,404	-	5,404	6,982
Grants - restricted	-	34,930	34,930	46,438
Grants - unrestricted	-	-	-	-
	13,448	34,930	48,378	56,932
Payments				
Volunteer costs	-	4,277	4,277	5,625
Office administration costs	-	923	923	1,399
Wages & bookkeeping	-	14,567	14,567	24,324
Advertising/PR costs	-	542	542	531
Event/fundraising costs	385	-	385	3,486
Direct activity costs	-	37,877	37,877	26,608
Accountancy	-	564	564	564
	385	58,750	59,135	62,537
Net receipts/(payments) for the year	13,063	(23,820)	(10,757)	(5,605)
Cash funds at 1st June 2024	25,846	18,449	44,295	44,295
Transfer between funds	(5,371)	5,371	-	-
Cash funds at 31st May 2025	33,538	-	33,538	33,538

CYCALL
Statement of Assets and Liabilities
as at 31st May 2025

	<u>2025</u> £	<u>2024</u> £
Fixed assets		
Assets transferred from CIC	21,944	21,944
Assets purchased 2021	21,954	21,954
Assets purchased 2022	<u>17,718</u>	<u>17,718</u>
	<u><u>61,616</u></u>	<u><u>61,616</u></u>
 Cash funds		
Current account	33,456	44,213
Cash in hand	<u>82</u>	<u>82</u>
	<u><u>33,538</u></u>	<u><u>44,295</u></u>
 Liabilities		
Creditors	<u>564</u>	<u>540</u>
	<u><u>564</u></u>	<u><u>540</u></u>