



Charity Reg: 299533 / Company No: 2262206

THE ARCHWAY FOUNDATION

(A Company limited by Guarantee)

Report and Financial Statements

Year ended 30th June 2021

Patrons

Sir Tony Baldry D.L.
Sir Hugo Brunner JP
Rt Rev Dr Steven Croft, Bishop of Oxford
Mrs. Felicity Dick D.L.
Mr. Jeremy Irons
Lindsay Mackie

Registered Office

New Marston Pastoral Centre
Jack Straw's Lane
Oxford OX3 ODL

Bankers

Charities Aid Foundation



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REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2021.

MEMBERS OF THE MANAGEMENT BOARD (Trustees and Directors)

The members of the Management Board who held office during the year are listed below.

Rosalind Margaret Alstead MBE

Jack Burnet (resigned January 20th 2021)

Nigel Fulford

Sue Fulford (**Secretary**)

Priyanka Jha

Margaret McManus

Annette (Sue) Saville

Graham Shaw (**Resigned as trustee and Treasurer 14th September 2020**)

Penelope Smith (**Appointed as Treasurer 14th September 2020**)

Chris Taft (**Chair**)

At the date of this report, all the existing Management Board members are members of the company. The liability of members is stated below.

Applications for membership are made to the Board and are then considered at its next meeting or as soon as practicable.

CHIEF EXECUTIVE OFFICER: Sheila Furlong MBE

CHARITABLE STATUS

The Archway Foundation is a charity, registered in England, number 299533. It is also a company limited by guarantee, registered in England, number 2262206. The charity was established via the Memorandum and Articles of the Company.

STATUS OF THE FOUNDATION

The Foundation is a registered charity and has no liability to Corporation Tax on its present activities.

The Foundation is a company limited by guarantee and has no share capital. Each member undertakes to subscribe a maximum of £1 in the event of a winding up of the Company.



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STATEMENT OF THE RESPONSIBILITIES OF THE MANAGEMENT BOARD

Company law requires the Management Board to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the profit or loss for that period. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Board is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company. It is also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities and error.

AIMS AND OBJECTIVES

Our charity's purposes as set out in the objects contained in the Company's Memorandum of Association are:

- 1) To provide a service for all lonely and isolated people in order to alleviate their social isolation and to assist in solving, or in preventing, the development of mental health problems associated with loneliness.
- 2) To provide social activities and events for the lonely in and around Oxford, and to offer individual support and visits for such people where appropriate, against a background of a commitment to the practical application of Christian beliefs (with our service being accessible to all faiths and cultures).
- 3) To extend such a service to other areas of the United Kingdom by collaborating with other bodies with similar charitable objects and by establishing new branches of The Foundation having similar purposes and regulations to those of the Foundation. And in doing so we seek;
- 4) To ensure that the organisation maintains a strong team of trained volunteers to support both current and future needs

- **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year, looking at the outcomes achieved, the benefit to the people we are there to help and the feedback we receive from them. This combined with the application of current research in the field of loneliness and mental health ensures that our aims, objectives and activities remain focused on our stated purposes.

- **The focus of our work**

The main objectives for the year continued to be the provision of services to alleviate loneliness and the development of mental health problems. The strategies we used to meet these objectives included:

- Providing a range of services in response to local need for adults experiencing loneliness, social isolation and associated mental and social difficulties.
- Recruiting and training volunteers to support these services.
- Receiving referrals from and making referrals to other agencies to ensure the widest range of service is available that best matches the needs of the local population

PUBLIC BENEFIT

The Trustees have taken due account of the Charity Commission's guidance on Public Benefit when considering the activities and achievements of the Charity.

- Loneliness is a common experience; with a 'U' shaped population distribution, with those aged under 25 years and those aged over 55 years demonstrating the highest levels of loneliness (Hawkey and Caccioppo, 2010, Victor and Yang, 2012).
- Social isolation and loneliness adversely influence activities of daily living that include functional status (individual's ability to perform normal daily activities required to meet basic needs, fulfil usual roles, and maintain health and well-being) among older adults [Shankar, Aparna, et al. "Social isolation and loneliness: Prospective associations with functional status in older adults." *Health psychology* 36.2 (2017): 179.]
- Both social isolation and loneliness were associated with a greater risk of being inactive, smoking, as well as reporting multiple health-risk behaviours including physical inactivity and smoking [Valtorta, N.K., Kanaan, M., Gilbody, S., Ronzi, S. and Hanratty, B., 2016. Loneliness and social isolation as risk factors for coronary heart disease and stroke: systematic review and meta-analysis of longitudinal observational studies. *Heart*, 102(13), pp.1009-1016.]
- 5.0% of people in Great Britain (2.6 million adults) reported that they felt lonely "often" or "always" between 3 April and 3 May 2020, about the same proportion as pre-lockdown. (ONS <https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/bulletins/coronavirusandlonelinessgreatbritain/3aprilto3may2020>)
- Of those asked, 30.9% (7.4 million adults) reported their well-being had been affected through their feeling lonely in the past seven days.

Overall, there is thus a wealth of evidence that loneliness and isolation are increasing problems in today's society. The quantity and quality of evidence-based research is increasing rapidly, giving ever stronger support to the links between a lack of social interaction and the onset of degenerative diseases such as Alzheimer's, an illness which costs the NHS an estimated £20 billion a year. In medical research, loneliness is linked to obesity, heart disease and depression.

The links between **loneliness and mental health** are well documented and almost all our enquirers present with a mental health condition. These range from mild depression to complex mental health problems including: Acute social anxiety, Schizophrenia, Paranoid Schizophrenia, Schizo-affective disorder, Bipolar, Personality Disorders, Psychosis, OCD, Autism Spectrum Conditions.

The COVID19 pandemic has had greatest impact on mental health, on young adults and on vulnerable groups including the elderly, those with underlying health conditions and those within ethnic communities. Shielding and Lockdown highlighted those who already struggle through mental and / or physical ill health and the lack of finance and more people experienced the pain of loneliness. Locally, this is borne out by Archway's experience of the increasing demand for its services. All the evidence shows that much more action is needed to support those going through loneliness. Archway's work not only addresses an obvious individual need but also helping to reduce time and cost pressures on an already stretched NHS.

We are providing public benefit by reducing loneliness and its associated health risks through the range of services we offer. These services include:

- **An Enquiry Service**

In addition to individuals approaching Archway directly, referrals come through a number of individuals and organisations including Age UK, Social Prescribers, GPs, Housing Associations, Mental Health Charities, and Mental Health teams, Social Care Managers, Other Voluntary Organisations, Family and Friends. Whatever the route of referral, an informal meeting with each person referred enables the Archway team to assess levels of risk and vulnerability and to understand and support the individual's needs as far as possible whilst also ensuring that Archway can offer some direct help and can signpost to other sources of help if required.

- **Telephone Support Service**

The COVID19 pandemic has had a huge impact on our service. At the initial "lockdown" in March 2020 when social restrictions were introduced, we introduced a Telephone Support Service. Staff and volunteers (trained to offer telephone support) make regular welfare calls to over 180 individuals. COVID19, far from being a 'leveller', has highlighted the disadvantaged in our community. Having low income, no access to technology and / or green space has left many feeling even more excluded at this time. For some individuals, Archway is their only point of human contact and during this time we have identified numerous potentially life threatening situations requiring us to advocate for people to involve other agencies including the Adult Safeguarding team, Mental Health services, GP, and Adult Social Care. At the same time, by linking people to the Community and faith groups set up during this time to help those who are isolated, some people have experienced a new sense of care by and belonging to their local community that they have not encountered before. However, many of these community services have withdrawn as their volunteers return to work, and the need for Archway's ongoing support is greater than ever.



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- **'The Bright Side'**

A survey on access to and use of digital communication confirmed our impression that the majority of Archway Friends do not have access to technology, so to maintain connection and belonging we introduced 'The Bright Side'. This fortnightly newsletter published in hard copy, has provided an opportunity for readers to contribute poems, stories, artwork etc. and receive information on the latest Government guidance on Covid restrictions. It and has served as a reminder to recipients that although they may be living on their own, they have not been forgotten about.

Individual Support Service This service is mainly for those who because of physical or mental health issues cannot engage with any form of social group activities. Individual Support Volunteers usually visit on a fortnightly basis. High demand for this service along with increased complexity of needs of the people referred and, in some instances, their geographical location resulted in waiting lists building up. Funding from **Oxfordshire Community Foundation's Step Change Fund** was given to help us to build capacity to enable us to reduce the waiting list and extend our geographical catchment by recruiting new volunteers and by providing additional training to existing volunteers. Whilst face-to-face contact has been limited during the pandemic, the grant has helped us recruit volunteers to provide telephone support to those on the waiting list for Individual Support.

Supported Social Contact Sessions The social restrictions meant our supportive social groups have been unable to meet and many were at capacity before the pandemic. We recognise the value of telephone support to those waiting for other services and those not yet ready to engage in face-to-face contact, so need to factor this into future service planning and delivery. Not all volunteers and Friends are planning to return to face-to-face roles, some staff hours have been reduced and we have a projected income deficit. These factors, combined with the knowledge that Covid 19 has impacted in various ways on the lives of everyone, means we are looking at a post-pandemic service that maximises the use of our resources and takes into account the need for a trauma-informed approach. We are working with our Friends, Staff and Volunteers in reviewing our services, to ensure that our post-pandemic services meet actual needs, and do not automatically revert to what was before.

A five-year National Lottery Community Fund grant awarded last year is contributing to this work but additional funding will be needed as we transition from pandemic work to post-pandemic recovery and meet the continuing demand for our services.

- **Loneliness in Younger Age Groups:**

A National Lottery Building Connections grant commencing in January 2019 and ending in June 2021, enabled us to provide supportive social contact for those in the 18 to 30 age group who are struggling with loneliness. The Pandemic meant that the group contact ceased but telephone support, email, text and activity packs enabled the young adults to feel supported through a challenging time. Once restrictions eased, two outdoor picnic events were held to bring the young adults together. It was encouraging to see the communication and connection between them, even after a lengthy break and to hear how their connection with Archway had helped build their confidence in social situations. One of the many learnings



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from the pandemic has been how some young adults felt they could better manage their mental health and address their loneliness through volunteering. We were able to use the grant to recruit and train young adults to provide telephone support and be part of a peer support group to get connections with others in their age group. We are seeking funding to continue our work with young adults.

- **Special Events and Outings**

The pandemic restrictions put these on hold but knowing how challenging a time Christmas can be for our Archway Friends we organised socially distanced face-to-face welfare checks and doorstep deliveries of 222 Goody Bags and posted 41 to those we couldn't deliver to. This gave such a positive uplift for Friends and volunteers as well as enabling us to identify needs and situations not obvious via telephone, that we repeated it at Easter. Where possible we used the same staff and volunteers as a means of comparing how people were on the second visit compared with the first.

Service User Involvement

Suggestion boxes, focus groups and annual surveys are ways in which Friends and volunteers give feedback, share ideas and contribute to service development. When social groups were able to meet, Friends and volunteers contributed to the participation evenings in which knowledge, skills and talents are revealed and affirmed, providing opportunities for success and helping to boost confidence. During the pandemic, this has been done via 'The Bright Side' Newsletter and by encouraging those who knit or crochet to produce coloured squares that have been sewn together to produce an Archway Community Blanket.

Volunteer Selection and Training

Our services are heavily reliant on the team of dedicated volunteers who fulfil a range of roles. During the pandemic, roles have been restricted to Individual Support Volunteer, Telephone Support Volunteer, Mailing Assistant, and Fundraising Group member. Volunteers apply by completing an application form. They are invited for a formal discussion and if both parties agree to proceed, they attend an Induction session in which confidentiality, boundaries, safeguarding, health and safety matters are covered. They usually attend two Social Groups sessions as observers after which references are requested and an enhanced DBS (Disclosure and Barring Service) check is made. Higher level training then follows. In the pandemic all training has been delivered remotely via a digital platform. We have trained 80 volunteers (some existing and some new) to deliver telephone support.

We offer on-going supervision and support via group and individual contact and provide written guidelines for each role. Currently, around 131 volunteers aged between 18 and 95 support our organisation. Our Volunteer Survey show an encouraging level of long-term commitment to Archway. 78% have been volunteering for more than one year; the mean average of volunteering time (excluding those who have provided more than 10 years volunteering) is 4 years and 3 months. Ten volunteers have been with Archway seventeen years, with three being volunteers for over 30 years.



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IMPACT OF OUR WORK

During the pandemic, we have used Storytelling as a means of measuring the impact of our service.

What struck people from reading the stories was the level of need they showed. Some people's social isolation meant that the support offered by Archway has not been a welcome optional extra but literally 'a life line'. Archway's commitment to regular calls is also important in giving people a structure during a time when days often seemed all the same. People missed the social connection provided by the supportive social groups and looked forward to a time when social interaction in groups might be possible again. However, they also appreciated and enjoyed the conversations they had on the phone and the relationships with the volunteers that developed over the weeks. They valued the fact that these were genuine conversations, not just someone checking in to see that they were all right. They felt that they could talk about all sorts of different things and appreciated the fact that people were willing to spend their time talking with them. The full report can be found here:

[The Archway Foundation Storytelling Report](#)

PARTNERSHIPS, NETWORKS & COMMUNITY LINKS

- i) The CEO is part of a Charity Leaders Forum and the ROBIN (Responsible Oxfordshire Business Involvement Network), enabling good communication, and networks to be established and developed.
- ii) During the pandemic, we have worked alongside and communicated regularly with Age UK Oxfordshire and the Oxford Hub, to keep each other informed of our work, avoid duplication and signpost to each other's services.
- iii) Our experience in working with adults with highly complex needs means we are often instrumental in bringing together staff from a number of agencies and organisations involved in supporting individuals so that a) clear lines of communication, expectations and boundaries can be agreed in order to provide the best level of support to the individual in need and b) to provide support to staff in other agencies who sometimes lack the experience and line managerial support to deal with challenging situations. This is time consuming but vital work in keeping people safe.
- iv) We maintain our links with Mental Health Services with one of their lead clinicians providing 6-weekly clinical supervision and guidance on supporting Friends who present with complex mental health needs and challenging behaviours. We also give presentations to health & social care staff about loneliness and our services. A former Director of Nursing for the local Health Trust is one of our Trustees. Our CEO is a qualified mental health nurse and this year was awarded the MBE for services to mental health.

IMPROVING MONITORING AND DATA COLLECTION:

Our LAMPLIGHT Database is now more familiar to the staff team. We continue to develop its use to enable us to capture data more accurately to demonstrate the work we do and the impact our work has.



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STAFFING CHANGES

We have had a new staff member covering long term sick leave of the Individual Support Assistant and National Lottery have granted us temporary funding for a part-time (18 hr) post to help meet the demand for the resource intensive Telephone Support Service.

ORGANISATIONAL AND FINANCIAL REVIEW

The Finance and Strategy Group (a sub-group of the Board) closely monitors expenditure against budget, looks strategically ahead, reporting to and making recommendations for consideration by the Trustees at each Board meeting. It monitors the work of the Independent Fundraiser whose role is to work with the CEO in two main areas:

- 1) To secure the continuation of Archway and the provision of its services into the long term.
- 2) To provide the financial resources to support the growing demand for Archway's services in a manner which provides the right level of time/attention and is compliant with all statutory requirements.

Income falls into two elements – *unrestricted* core services funding, and *restricted* funding, primarily grants for specific projects such as National Lottery Community Fund for maintaining and developing aspects of our Social group service, National Lottery Building Connections for the Young Adults Service and the Step Change Fund for Capacity Building within our Befriending (now Individual Support) Service. Income from fund-raising has reduced this year due to the impact of the COVID pandemic. Donations, although lower than last year, have been higher than forecast. Currently, the grant-funding environment is extremely challenging and our reserves will be necessary to survive dips in funding and to maintain core services over the next year as we continue to explore ways of diversifying our income in the longer term.

RELIANCE ON INTANGIBLE INCOME

Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal. Using the Oxford City Council Formulae for calculating the value of volunteer time, Archway volunteer input equates to £120,000 per year.

RESERVES POLICY

At each Board meeting (bi-monthly) the Trustees review the reserves available to ensure that the charity can continue to meet its commitments and to ensure financial stability. A significant proportion of the charity's income, with corresponding staff and project costs (over 70% in 2020-21), is from restricted grants, usually awarded competitively under specific criteria and for fixed periods (ranging normally from 1 to 5 years). It is important that we plan to maintain continuity as far as possible to cover a few months' gap in income between grants to ensure that we continue to meet the needs of those we serve, and to ensure we can retain staff (many of whom are very experienced). This need guides our reserves policy.



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The reserves policy is assessed annually, and has been revised this year. In general, the Trustees believe that the unrestricted reserves should be adequate to cover 6 months of total expenditure. Currently they are a little above this (nearly 7 months' expenditure) but given the uncertainty associated with COVID, and the need to support the Young Adults' work as new funding is sought (shown in the designated fund) this is considered a prudent level.

FUTURE DEVELOPMENTS

The Foundation will continue to seek grants and donations to enable it to support and develop its existing service in the Oxford & Abingdon area. Particular focus will be on

- Ensuring the long term financial sustainability of Archway
- Reviewing service delivery in the light of the changes imposed by COVID19 and exploring ways of continuing to reach, understand and support those who are lonely.
- Assessing the level of accessibility, capability/desire to have digital access and work with other organisations helping to address the digital divide.
- Designing and building a new website to reach our various 'target audiences'.
- IT provision, database management and systems to facilitate smooth running of the service and meet reporting requirements.
- Resourcing and developing services in response to need and the possible short/long term social distancing requirements.
- Raising the profile of Archway to ensure widest possible reach to those in need of its services
- Building on and further developing links with community and faith groups to work in ways that will be of mutual benefit in responding to loneliness.
- Ensuring that the organisation is properly structured to support both current and future needs

The overall aim is to provide a solid foundation that will ensure that Archway's services are readily accessible and available to all who need them in and around Oxfordshire, at the same time as establishing a strong platform to support other similar organisations in other counties. We remain concerned about loneliness in other areas, especially in rural settings and are keen to work in consultation with groups and communities wishing to respond to this need in their areas.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26th May 1988 and registered as a charity 11th July 1988. The company was established under a Memorandum of Association, which defines the objects and powers of the charitable company, and is governed under its Articles.



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Recruitment and Appointment of Management Board

The directors of the Company are also charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Board. Under the requirements of the Memorandum and Articles of Association, the members of the Management Board are elected to serve for a three-year period after which they are entitled to stand for re-election at the next Annual General Meeting. All members of the Management Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 3 to the accounts.

As loneliness impacts across age, social and cultural groups and the charity serves people presenting with a range of complex needs, the Management Board seeks to ensure that the needs of its service users are reflected through the diversity and skill mix of the Trustee body.

Equality and Diversity and Inclusion

As an organisation we are using the Oxfordshire Equality Framework; a resource designed to help and support organisations to

- support people and local communities
- review and improve the way they work
- provide equitable access to services and support for people living in Oxfordshire
- demonstrate senior leadership visibility and accountability for equality and inclusion
- encourage, promote and put in place good practice
- share resources, training and information
- benchmark their organisation
- help decide what steps to take to increase representation and reach
- demonstrate adoption of an informed approach to equality, diversity, equity and inclusion
- work in partnership increase the engagement of under-represented, vulnerable and marginalised people and communities

We have appointed a Diversity and Inclusion Trustee to spearhead this area of work.

Trustee Induction and Training

The Trustees carry out regular review of the skills composition of the Board and, where deemed necessary, seeks to fill skill gaps with new Trustees recruited through local advertising and network contacts. Trustee induction includes individual time with the Chair of Trustees & CEO and opportunities to meet volunteers and staff. A Trustee skills audit confirmed that the board is equipped to be strong in all areas of governance and highlighted skills we may wish to stress we are looking for in any future Trustee recruitment.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, Charity Commission Good Trustee Guide, Information Leaflets and written guidelines. New Trustees visit one or more of the Social Groups to experience the service in action. All Trustees attend in house and external training relevant to their role.

Organisational Structure

Archway's Management Board is responsible for setting direction, defining policies and for ensuring strong governance in accordance with best practices. It meets six times per year. Sub-Groups, formed in response to service need, report into the Board. This year there have been seven sub-groups in the areas of COVID-19 (now Service Development), Finance & Strategy, Fund-Raising, Health and Safety, GDPR, Policy Review and Development, and 40th Anniversary Planning. Currently the Management Board has eight members from a variety of professional backgrounds relevant to the work of the charity and its governance responsibilities. The CEO attends all Board meetings and this year has participated in six of the seven Sub-Groups.

RISK MANAGEMENT

The Company/ Charity has a risk assessment policy that it reviews periodically. The major risks identified remain essentially the same as in the previous year, namely:

- i) Failure to support Archway activities with adequate funding, leading to a decline in financial reserves
- ii) Effective safeguarding of Friends (service users), volunteers and staff to ensure their health and safety at all times
- iii) Failure to recruit staff to vacant posts and /or sufficient volunteers to meet service needs.
- iv) Breaches of confidentiality/ data protection

Management of these risks:

- i) COVID-19 has affected our ability to fund-raise and is likely to have an impact on donations and grant income in the year ahead. Capacity building funding from our recent National Lottery grant will be used to assist us in our strategy to diversify income streams to help us meet the challenges and where necessary, our current reserves will be used to manage fluctuations in income during this period.
- ii) Safeguarding policy and procedures are reviewed annually. Staff and volunteers are trained in Safeguarding, and provided with regular supervision and support. Safeguarding and Health and Safety reports are presented at every Board Meeting. Registers are kept of any Health and Safety or Safeguarding incidents, and reviewed to identify themes and actions. Opportunities for Friends, volunteers and staff to give feedback, make complaints/whistle blow ensure that the organisation is maximising its potential to reduce the identified risks.
- iii) To date we have been successful in attracting high-calibre candidates for advertised roles.
- iv) Confidentiality and Data Protection is included in training

Monitoring of the risks during the year has enabled the Company/Charity to manage risks effectively and with good results.



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FINANCIAL RESULTS AND INVESTMENT POLICY

The results for the year ended 30 June 2021 are set out in the financial statements on pages 17 to 23. The Trustees consider the financial position of the Company/ Charity to be satisfactory, notwithstanding the impact of the Covid-19 pandemic and the increasing challenges faced in providing essential services without the support of statutory funding. They acknowledge with gratitude all those who have supported the Charity's/ Company's work.

Overall income increased by £29,152 (+14%) but due to the Covid crisis there were no user contributions, and income from fundraising events was much reduced. Grant monies received during the year have in part been deferred to cover future expenditures

Overall expenditure increased by £14,415 (+6.9%) mainly in staff and operating costs to support grant income. This has resulted in a surplus for the year of £12,104 compared with a deficit of (£2,632) in 2019/20.

Reserves at year-end were £141,236 and represent approximately 6 months of total operating costs. This provides a solid position for the Foundation to weather the significant changes in funding anticipated over the next 12 months and beyond.

The Company's investment policy is to maintain reserves in cash accounts with 95 days maximum notice of access.

SMALL COMPANY EXEMPTIONS

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 20th September 2021 and signed on its behalf by

S E Fulford 20.09.21.
Sue Fulford, Secretary



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Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2021

I report on the financial statements of the company for the year ended 30th June 2021, which are set out on pages 17 to 22.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

Respective Responsibilities of Trustees and Examiner

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement on page 16.

As.



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Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2021 (continued)

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities have not been met;

or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Peter J. Stevenson

Peter J. Stevenson, FCA
Chartered Accountant

8 Harbord Road
Oxford OX2 8LJ

Date: 20/09/ 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2020 TO 30 JUNE 2021

	2020-2021			2019-20 Total
	Unrestricted	Restricted	Total	
Income				
Donations				
<i>From individuals</i>	£58,468	£0	£58,468	£58,746
<i>Grants</i>	£7,500	£165,815	£173,315	£133,834
From charitable activities				
<i>User contributions</i>	£0	£0	£0	£3,662
From generated funds				
<i>Fundraising events</i>	£3,050	£0	£3,050	£9,838
Investment and other income				
<i>Bank Interest</i>	1183	0	£1,183	£785
Total Income	£70,201	£165,815	£236,016	£206,864
Expenditure				
Raising funds	£9,260	£538	£9,798	£10,960
Charitable activities				
<i>Service delivery costs</i>	£42,032	£137,473	£179,505	£166,611
<i>Office costs</i>	£11,512	£22,730	£34,242	£29,098
<i>Volunteers' Expenses</i>	£0	£354	£354	£2,815
Governance		£13	£13	£13
Total Expenditure	£62,804	£161,108	£223,912	£209,497
Net Income/Expenditure	£7,397	£4,707	£12,104	(£2,632)
Transfers*				
Gross Transfers between funds - in	£25,000		£25,000	£0
Gross Transfers between funds - out	(£25,000)		(£25,000)	£0
Other recognised gains / losses				
Net movement in funds	£7,396	£4,708	£12,104	(£2,632)
Reconciliation of funds				
Total funds brought forward	£121,284	£7,849	£129,132	£131,765
Total funds carried forward	£128,680	£12,556	£141,236	£129,132

(N.B. There may be minor discrepancies in totals due to rounding errors)

* The Trustees have agreed to hold £25k as a designated fund to allow the Young Adults project to continue whilst new funding is sought (original grant ended June 2021)

The comparable figures for the prior year are as follows (see detail on page 23):

	Unrestricted	Restricted
Income	£97,508	£109,357
Expenditure	£103,952	£105,544

The following should also be noted:

The charity has succeeded in obtaining restricted grants that support significant expenses in providing its charitable services. This has enabled unrestricted reserves to be maintained at a healthy level. However, in the event that the charity is unable to maintain restricted grant income, associated expenses will be transferred to unrestricted expenses resulting in a significant reduction in unrestricted reserves.

BALANCE SHEET AT 30 JUNE 2021

	30/06/2021	30/06/2020
Current assets		
Debtors	£6,254	£3,339
Cash at bank and in hand*	£175,444	£151,422
	£181,698	£154,761
Liabilities		
Creditors: Amount Falling due in one year	(£245)	(£1,529)
Deferred income	(£40,215)	(£24,099)
Total assets less current liabilities	£141,238	£129,133
Represented by		
Unrestricted		
General Fund	£103,680	£121,284
Designated Fund: Young Adults Project	£25,000	£0
Restricted		
National Lottery	£11,535	£7,849
Other	£1,022	£0
Total Restricted Funds	£12,557	£7,849
	Total Reserves	£141,237
		£129,133
Reserves		
Excess/(deficit) for the year	£12,104	(£2,632)
Starting balances	£129,133	£131,765
Total Reserves	£141,237	£129,133

(N.B. There may be minor discrepancies in totals due to rounding errors)

* Cash is held as follows: CAF Gold account: £20,267; Redwood bank: £86,408; other bank accounts: £68,767

Restricted Fund movements comprise:

Funding Programme	Total Restricted Income received in 20/21	Income carried over to 21/22	Total Expenditure 20/21
AFA Covid 19 Response	£9,626		£9,626
National Lottery - Building Connections (YA)	£27,192		£30,423
Independent Age	£10,831		£10,831
National Lottery - BFBC	£69,254	£12,010	£50,327
National Lottery - BFBC TS	£11,641	£7,981	£3,660
OCVA & CFO SCT Covid	£8,535	£6,401	£2,134
Arnold Clark	£750	£625	£125
Edward Gostling Foundation	£5,000	£833	£4,167
Anonymous COVID Fund	£1,500		£1,500
AllChurches Trust Ltd - Hope Beyond	£3,000	£1,500	£1,500
PF Charitable Trust	£1,800		£1,800
PYE Charitable Trust	£3,900		£3,900
Shanly Foundation	£1,500		£1,500
Stanton Ballard	£400		£400
OCountyC	£2,000		£2,000
Christ's Hospital Abingdon	£479		£479
Anonymous COVID Fund	£2,500	£2,083	£417
Arthur Rank	£700		£700
OCF - Step Change COVID19	£1,667		£1,667
OCF - Step Change Fund	£26,631	£3,449	£22,160
OCityC - 3 year Grant	£7,625		£7,625
OCityC - 1 year Grant	£7,000	£5,333	£1,667
Abingdon Town Council	£2,500		£2,500
	£206,031	£40,215	£161,107



Charity Reg: 299533 / Company No: 2262206

The Directors consider that:

- a) For the year ended 30th June 2021 the Company was entitled to the exemption conferred by subsection (1) Section 477 of the Companies Act 2006.
- b) No member or members have deposited a notice requesting an audit for the current financial year under Section 476(b) of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring the Company keeps accounting records which comply with applicable law and regulations and preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of the Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved and authorised for issue by the Management Board on 20th September 2021

And signed on its behalf by

Secretary

S E Fulford

Treasurer

Penelope G. Smith

Sue Fulford

Penelope Smith



Charity Reg: 299533 / Company No: 2262206

NOTES TO THE ACCOUNTS For the year ended 30th June 2021

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 as amended by Update Bulletin 1 published on 2 February 2016 reflecting amendments to FRS102. FRS102 was applied for the first time for the year ended 30 June 2017.

The Charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern for at least 12 months from the date of signing this Report and Financial Statements, in spite of the substantial deficit forecast for the year 2021-22'. The trustees have taken advantage of the option, which does not require charities not meeting the definition of "larger" to present a cash flow statement in accordance with amendments to FRS102.

The following accounting policies have been adopted:

a) Accounting Convention

The financial statements are prepared under the historical cost convention

b) Unrestricted Funds

Unrestricted funds represent donations, revenue grants, interest receivable and other income, which is expendable at the discretion of the Trustees in furtherance of the objects of the Foundation.

c) Restricted Funds

Restricted funds represent funding for specific charitable purposes. In cases where grants have been received during the year for periods that extend beyond 30th June 2021, an appropriate proportion of such grants has been treated as deferred income.

d) Pension

The pension contributions made by the company are paid directly into employees' personal pension schemes.

2. STAFF

The average number of staff (all part-time) is ten (2019-20: ten). No employee earned £60,000 or above. Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

3. TRUSTEES

The Board of Trustees (Management Board) comprises ten members (2019-20: ten). The Trustees received no remuneration during the year (2019-20: nil). Expenses reimbursed to Trustees during the year totaled £0 (2019-

20: £0).

4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	20/21		19/20	
	Unrestricted	Restricted	Unrestricted	Restricted
Gift Aid	£6,254		£3,339	
TOTAL	£6,254	£0	£3,339	£0

5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

	20/21		19/20	
	Unrestricted	Restricted	Unrestricted	Restricted
Deferred income		£40,215		£24,099
Independent Fundraiser			£1,100	
Office Costs	£32	£213	£46	£149
Other Creditors			£187	£47
TOTAL	£32	£40,428	£1,333	£24,295

6. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £15,575 (£13,343: 2019/20). There is a contingent liability of £5,215 should the Foundation have no active members in the scheme at a future date, requiring it to be closed.

**STATEMENT OF FINANCIAL ACTIVITIES FOR
THE PERIOD FROM 1 JULY 2019 TO 30 JUNE 2020**

	2019-20			2018-19 Total*
	Unrestricted	Restricted	Total	
Income				
Donations				
<i>From individuals</i>	£58,746	£0	£58,746	£68,852
<i>Grants</i>	£24,477	£109,357	£133,834	£139,438
From charitable activities				
<i>User contributions</i>	£3,662	£0	£3,662	£5,131
From generated funds				
<i>Fundraising events</i>	£9,838	£0	£9,838	£18,322
Investment and other income				
<i>Bank Interest</i>	£ 785	£0	£785	£448
Total Income	£97,508	£109,357	£206,865	£232,192
Expenditure				
Raising funds	£9,541	£1,419	£10,960	£10,973
Charitable activities				
<i>Service delivery costs</i>	£81,643	£84,968	£166,611	£152,152
<i>Office costs</i>	£12,675	£16,423	£29,098	£22,615
<i>Volunteers' Expenses</i>	£93	£2,722	£2,815	£5,670
<i>Governance</i>	£0	£13	£13	£13
Total Expenditure	£103,952	£105,544	£209,497	£191,424
Net Income/Expenditure	(£6,444)	£3,812	(£2,632)	£40,768
Net Transfers between funds	£0	£0	£0	£0
Net incoming / outgoing resources before other gains/losses	(£6,444)	£3,812	(£2,632)	£40,768
<i>Other recognised gains / losses</i>	£0	£0	£0	£0
Net movement in funds	(£6,444)	£3,812	(£2,632)	£40,768
Reconciliation of funds				
Total funds brought forward	£127,728	£4036	£131,764	£90,996
Total funds carried forward**	£121,284	£7849	£129,132	£131,764

(N.B. There may be minor discrepancies in totals due to rounding errors)