



Charity Reg: 299533 / Company No: 2262206

# **THE ARCHWAY FOUNDATION**

**(A Company limited by Guarantee)**

## **Report and Financial Statements**

**Year ended 30th June 2022**

### **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  
Mike Wooldridge OBE

### **Registered Office**

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

### **Bankers**

CAF Bank Ltd



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## REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2022.

### 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 OBE  
Christine Booty (appointed 20.09.21.)  
Nigel Fulford  
Sue Fulford (**Secretary**)  
Priyanka Jha  
Margaret McManus (resigned 20.09.21)  
Annette (Sue) Saville (resigned 25.01.22.)  
Penelope Smith (**Treasurer**)  
Chris Taft (**Chair**)  
Alastair Turnbull (appointed 22.11.21)

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.

## 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 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.
- 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 lonely and isolated people 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.

In doing this we seek 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

*Expansion to other part of the UK is dependent upon additional resources to identify and respond to needs elsewhere so for the present our work is locally focused.*

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

- **An Enquiry Service**

In addition to individuals approaching Archway directly, referrals come through several individuals and organisations including Age UK, Social Prescribers, GPs, Housing Associations, Mental Health Charities, 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**

At the initial "lockdown" in March 2020 when social restrictions were introduced, we introduced a Telephone Support Service. This has continued to be a lifeline for the 202 people receiving this service, the majority struggling with physical and / or emotional challenges prior to the pandemic and many experiencing high levels of anxiety about leaving the house/ meeting people face-to-face. Rather than being a "stop-gap" measure, our experience of delivering this service and the feedback from recipients has resulted in it now forming an essential part of the pathway of support we offer.

- **'The Bright Side'**

As the majority of Archway Friends (service users) are not digitally connected, the monthly circulation of 'The Bright Side' 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 has served as a reminder to recipients that although they may be living on their own, they have not been forgotten about. Regular circulation ended as social restrictions were lifted but occasional issues will be produced when important messages need to be communicated.

- **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 the pandemic restrictions, increased complexity of needs of the people referred and, in some instances, their geographical location has resulted in a long waiting list for this service.

- **Supportive Social Groups**

In recognition of the need for well ventilated easily accessible spaces and the anxieties around returning to fact-to-face contact, a Focus Group of representatives from all our previously held groups met to discuss the shape of Archway's services post pandemic. From this a series of post covid recovery groups were held using a trauma informed approach to allow participants the space to share what their pandemic experience had been and their needs going forward. From this we have developed a programme of groups offering supportive social contact with a focus on building social confidence, establishing meaningful social connection with others and where possible, moving through to engage in groups and activities in the community. These groups started meeting in May 2022.

A five-year National Lottery Community Fund grant awarded in 2019 is contributing to this work but additional funding will be needed as we transition from pandemic work to post-pandemic recovery and to meet the continuing demand for our services.

- **Special Events**

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 193 Goody Bags and posted 47 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.

## **RESEARCH EVIDENCE OF HOW ALLEVIATING LONELINESS IS OF PUBLIC BENEFIT**

- 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>)

Overall, there is thus a wealth of evidence that loneliness and isolation are increasing problems in society today. 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.

### **IMPACT OF THE COVID19 PANDEMIC**

The COVID 19 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. In **The British Red Cross Report, Life after lockdown tackling loneliness among those left behind** 41% of adults report feeling lonely after lockdown, 31% often feel alone as though they have no one to turn to, with 37% agreeing their neighbours are strangers and 33% not having had a meaningful conversation with someone in the past week. The report highlights that those at a greater risk of loneliness are

- people who live alone
- are self-isolated or shielded
- live with young children
- are from BAME backgrounds
- have a long-standing physical or mental impairment, health condition, illness, or disability are at greater risk of loneliness.

Locally, this is borne out by Archway's experience of 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.

### **Service User Involvement**

During the pandemic, feedback via surveys, phone calls and focus groups have been ways in which Friends and volunteers give feedback, share ideas, and contribute to service development. The new social groups are developing their own shape, content and character based on the needs and expressed wishes of participants.

### **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. As new social groups have started, we have delivered a new training programme to prepare and equip existing volunteers for their participation in these. 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. Two references are requested and an enhanced DBS (Disclosure and Barring Service) check is made. Higher level training then follows appropriate to their role.



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We offer on-going supervision and support via group and individual contact and provide written guidelines for each role. Currently, 93 volunteers aged between 24 and 95 support our organisation. Our Volunteer Survey show an encouraging level of long-term commitment to Archway with 95% have been volunteering for more than one year and 51 over 5 years, 4 of whom have volunteered for over 30 years.

## **IMPACT OF OUR WORK**

A survey was undertaken using a random sample of Friends receiving Telephone Support. Prior to receiving telephone support 43% reported feeling lonely always or often (compared with ONS Surveys showing 5% of general population reporting this level of loneliness) and 51% often feeling isolated from others. Having received Telephone support (55% for between 18 and 24 months, 28% for 12 to 18 months and 17% for less than a year), 83% reported feeling less lonely, 98% said they felt more connected, 85% stated they felt more confident and 64% described feeling more able to trust others.

## **PARTNERSHIPS, NETWORKS & COMMUNITY LINKS**

i) The CEO is part of a Charity Leaders Forum, The Suicide Multi Agency Group, The Berkshire, Oxfordshire and Buckinghamshire Health Alliance Mental Health Sub-Group and the ROBIN (Responsible Oxfordshire Business Involvement Network), enabling good communication, and networks to be established and developed.

ii) We work alongside and communicate 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. One of our Trustees is a former Director of Nursing for the local Health Trust is 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:**

The use of our LAMPLIGHT Database continues to develop in response to the changing shape of our services and to enable us to capture data to demonstrate the work we do and the impact our work has.

## **STAFFING CHANGES**

Two staff left during the year, with one new person appointed, an internal promotion made, and some additional hours given to existing part time staff. As we emerge from pandemic focussed work into developing a new pathway of support, all front-line staff roles have been reviewed and where appropriate, new job descriptions written to reflect current work, roles, and responsibilities.

## **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, and grants focussing on particular aspect of our service, e.g., Telephone Support. Income from donations, although lower than last year, have been higher than forecast. Grant income has been lower than forecast and it has been necessary to use some of our reserves to maintain core services. 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 (90% in 2021-22), 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.

The reserves policy is assessed annually. In general, the Trustees believe that the unrestricted reserves should be adequate to cover 6 months of total expenditure. However it is accepted that on occasion it may be necessary to drop to 4 months reserves, with plans in place to increase them over the next one to two financial years.

## **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. The focus will be on

- Ensuring the long-term financial sustainability of Archway
- Implementing the learning and feedback from our COVID work to shape our new pathway of support incorporating Individual Support (both Telephone & Face-to-face), Supportive Social Groups and the necessary support to access other external services and help as appropriate.
- Working closely with other agencies, especially our colleagues in mental health and social care to ensure those whose loneliness, poor mental health, and other often complex needs, make it hard for them to access help, are supported in doing so.
- Assessing the level of accessibility, capability/desire to have digital access and work with other organisations helping to address the digital divide.
- Completing and launching a new website to reach our various 'target audiences'.
- Establishing mutually beneficial links with local corporate organisations.
- IT provision, database management and systems to facilitate smooth running of the service and meet reporting 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 26<sup>th</sup> May 1988, and registered as a charity 11<sup>th</sup> 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.

### 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.



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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 Friends (service users), volunteers and staff. A Trustee skills audit last year 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. When two trustees resigned due to ill health during the year, we successfully recruited two new trustees to fill the skills gap left by departing members and to bring in a fresh perspective in the area of digital media.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, and links to on-line Charity Commission guidance. New Trustees visit one or more 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, Corporate Fund-Raising, Health and Safety, GDPR, Policy Review and Development, and 40<sup>th</sup> 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 always ensure their health and safety
- 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 had an impact on donations and grant income, resulting in use of financial reserves. Capacity building funding from our recent National Lottery grant is being used to assist us in our strategy to diversify income streams and our 40<sup>th</sup> Anniversary year is providing opportunities to raise our profile to attract support. Monthly reviews of the financial position ensure timely decision making should income fall below requirements to maintain existing services.
- 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.

## **FINANCIAL RESULTS AND INVESTMENT POLICY**

The results for the year ended 30 June 2022 are set out in the financial statements on pages 16 to 22. 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. They acknowledge with gratitude all those who have supported the Charity's/ Company's work.

Overall income decreased by £51,571 (-22%) requiring use of £32,151 of reserves. Grant monies received during the year have in part been deferred to cover future expenditures.



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Overall expenditure decreased by £7,316 (-3.3%) following a review of organisation structure in response to the changing profile of our services.

This has resulted in a deficit of £32,151 for the year compared with a surplus of £12,104 in 2020/21.

Reserves at year-end were £109,085 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 19th September 2022 and signed on its behalf by

*S E Fulford*

.....  
**Sue Fulford, Secretary**

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2022**

I report on the financial statements of the company for the year ended 30<sup>th</sup> June 2022, which are set out on pages 16 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.

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2022 (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: *19 September 2022*

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2021 TO 30 JUNE 2022**

	2021-2022			2020-2021
	Unrestricted	Restricted	Total	Total
<b>Income</b>				
Donations				
<i>From individuals</i>	£52,762	£2,000	£54,762	£58,468
<i>Grants</i>	£7,250	£118,192	£125,442	£173,315
From charitable activities				
<i>User contributions</i>	£20	£0	£20	£0
From generated funds				
<i>Fundraising events</i>	£3,305	£0	£3,305	£3,050
Investment and other income				
<i>Bank Interest</i>	£916	£0	£916	£1,183
<b>Total Income</b>	<b>£64,252</b>	<b>£120,192</b>	<b>£184,445</b>	<b>£236,016</b>
<b>Expenditure</b>				
Raising funds	£8,520	£1,516	£10,036	£9,798
Charitable activities				
<i>Service delivery costs</i>	£66,536	£112,855	£179,391	£179,505
<i>Office costs</i>	£9,043	£17,806	£26,849	£34,242
<i>Volunteers' Expenses</i>	£32	£276	£307	£354
Governance		£13	£13	£13
<b>Total Expenditure</b>	<b>£84,131</b>	<b>£132,466</b>	<b>£216,596</b>	<b>£223,912</b>
<b>Net Income/Expenditure</b>	<b>-£19,878</b>	<b>-£12,274</b>	<b>-£32,152</b>	<b>£12,104</b>
<b>*Transfers</b>				
Gross Transfers between funds - in	£5,500		£5,500	£25,000
Gross Transfers between funds - out	-£5,500		-£5,500	-£25,000
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>-£19,878</b>	<b>-£12,274</b>	<b>-£32,152</b>	<b>£12,104</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>£128,680</b>	<b>£12,556</b>	<b>£141,237</b>	<b>£129,133</b>
<b>Total funds carried forward</b>	<b>£108,802</b>	<b>£283</b>	<b>£109,085</b>	<b>£141,237</b>

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

\* The remaining balance in the designated fund to allow continuation of the Young Adults project has been transferred back to general funds. Young adult support is now incorporated into general services.

The comparable figures for the prior year are as follows (see detail on page 22):

Financial Year 20/21	Unrestricted	Restricted
Income	£70,201	£165,815
Expenditure	£62,805	£161,107

## BALANCE SHEET AT 30 JUNE 2022

	30/06/2022	30/06/2021
<b>Current assets</b>		
Debtors	£4,391	£6,254
Cash at bank and in hand*	£163,008	£175,444
	<b>£167,398</b>	<b>£181,698</b>
<b>Liabilities</b>		
Creditors: Amount Falling due in one year	(£2,145)	(£245)
Deferred income	(£56,168)	(£40,215)
<b>Total assets less current liabilities</b>	<b>£109,085</b>	<b>£141,238</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Fund	£108,802	£103,680
Designated Fund: Young Adults Project		£25,000
<b>Restricted</b>		
National Lottery		£11,535
Other	£283	£1,022
<b>Total Restricted Funds</b>	<b>£283</b>	<b>£12,557</b>
	<b>Total Reserves</b>	<b>£141,237</b>
<b>Reserves</b>		
(deficit)/surplus for the year	(£32,152)	£12,104
Starting balances	£141,237	£129,133
	<b>Total Reserves</b>	<b>£141,237</b>

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

\* Cash is held as follows: CAF Gold account: £50,284; Redwood bank: £85,304; other bank accounts: £27,420

Restricted Fund movements comprise:

Funding Programme	Total Res Income received in FY 21/22	Res Income recognised in FY 21/22	Res Income C/Fwd to FY 22/23 *	Res Expenditure in FY 21/22
<b>Major Grants FR</b>				
National Lottery - BFBC	£70,436	£55,334	£15,102**	£66,868
National Lottery - BFBC TS	£7,981	£7,981		£7,981
AFA - Rebuilding Community Connections	£9,976	£1,663	£8,313	£1,380
Edward Gostling Foundation, Jun 22 - May 23	£20,000	£1,667	£18,333	£1,667
Oxford Community Foundation - L & Isolation	£9,922	£4,961	£4,961	£4,961
OCVA&CFO SCTCovid	£6,401	£6,401		£6,401
<b>Small Grants FR</b>				
Arnold Clark, awarded June 21	£625	£625		£625
Arnold Clark, awarded Apr 22	£1,000	£250	£750	£250
Edward Gostling Foundation, Feb 21 - Jul 21 (6mth)	£833	£833		£833
AllChurches Trust Ltd - Hope Beyond	£1,500	£1,500		£1,500
PYE Charitable Trust	£2,000	£1,167	£833	£1,167
McCarthy & Stone	£4,500	£1,125	£3,375	£1,125
<b>Other Grants</b>				
Oxford University Grant	£500	£500		£500
Christ's Hospital Abingdon	£1,300	£1,300		£1,300
Anonymous COVID Fund	£2,083	£2,083		£2,083
OCF - Step Change Fund	£18,970	£18,970		£19,991
<b>Ox City Council</b>				
OCityC - 1 year Grant (May - Apr 22)	£8,333	£8,333		£8,333
OCityC - 1 year Grant (Jun - Mar 23)	£5,000	£500	£4,500	£500
<b>Abingdon Town Council</b>				
Covid Recovery Grant	£3,000	£3,000		£3,000
<b>Private donation (40th Anniversary Event)</b>	£2,000	£2,000	£0	£2,000
	<b>£176,360</b>	<b>£120,192</b>	<b>£56,168</b>	<b>£132,466</b>

\*The restricted income is equally apportioned across the period for which the grant has been awarded.

\*\*The National Lottery grant is apportioned across the period for which the grant has been awarded but for the Capacity Building component of the grant, agreement has been obtained to carry forward all of the underspend.



Charity Reg: 299533 / Company No: 2262206

The Directors consider that:

- a) For the year ended 30<sup>th</sup> June 2022 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 19<sup>th</sup> September 2022

And signed on its behalf by

Secretary

*S E Fulford*

Sue Fulford

Treasurer

*Penelope G. Smith*

Penelope Smith

## NOTES TO THE ACCOUNTS For the year ended 30th June 2022

### 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 charities' 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 2022-23. 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 which include pre-planned or agreed expenditure for periods that extend beyond 30<sup>th</sup> June 2022, 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 staff team comprises 10 part time individuals whose total hours represent 5.8 WTE) 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 eight members. (Eight members 2020-21). The Trustees received no remuneration during the year (2020-21: nil). Expenses reimbursed to Trustees during the year totaled £0 (2020-21: £0).

#### 4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	21/22	21/22	20/21	20/21
	Unrestricted	Restricted	Unrestricted	Restricted
Gift Aid	4,391		6,254	
<b>TOTAL</b>	<b>4,391</b>	<b>0</b>	<b>6,254</b>	<b>0</b>

#### 5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

Creditors	21/22	21/22	20/21	20/21
	Unrestricted	Restricted	Unrestricted	Restricted
Deferred income		56,168		40,216
Independent Fundraiser	440			
Staff Costs (HMRC)	1,515			
Other	190		32	213
<b>TOTAL</b>	<b>2,145</b>	<b>56,168</b>	<b>32</b>	<b>40,429</b>

#### 6. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £15,675 (£15,575: 2020/21). There is a contingent liability of £3,650 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 2020 TO 30 JUNE 2021**

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