

Charity Registration Number: 1064818

Company Registration Number: 3188162 (England and Wales)

**THE CATHEDRAL ARCHER PROJECT
LIMITED**

REPORTS AND FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

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LEGAL AND ADMINISTRATIVE INFORMATION

Directors / Trustees

Ian Brownlee	Resigned 25 May 2023
Stephen Kober	
Neil Riley (Chair)	
Surriya Falconer	
Karl Dalgleish	
Richard Taylor	
Dan Brookman	Appointed 27 January 2022
Fran Joel	Appointed 27 January 2022
Kevin Rhone	Appointed 27 January 2022
John Roberts	Appointed 27 January 2022
Charlotte Shepherd	Appointed 24 November 2022

Chief Executive Officer

Tim Renshaw

Registered Office

Cathedral of St Peter & St Paul
Church Street
Sheffield
S1 1HA

Independent Examiner

Nicola Adams ACA DChA
BHP LLP
2 Rutland Park
Sheffield
S10 2PD

Bankers

Nat West Bank Plc	Co-operative Bank Plc	Barclays Bank Plc
42 High Street	60-62 Pinstone Street	10-12 Pinstone Street
Sheffield	Sheffield	Sheffield
S1 1QG	S1 2HN	S1 2HN

The Trustees and Directors present their report and the independently examined financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

The Cathedral Archer Project Limited is governed by its Articles of Association and is incorporated as a company limited by guarantee. The term "Archer Project" is the working name of The Cathedral Archer Project Limited.

The Trustees' report serves the purposes of both a trustees' report and a directors' report under company law.

Introduction

The Archer Project is a team, a space and a hub designed to provide services for people who are homeless, have been homeless or are threatened with homelessness. We provide a number of services designed to help people move away from homelessness. We believe the end of homelessness should have new opportunities for a satisfying life, whatever that may mean to the individuals who are building a new life. We hope that includes good health and wellbeing, a home that is enjoyed and the chance to take part in the wider society whether that is through employment, belonging to groups and/or giving time as a volunteer. These are the things we look at to measure how successful we are at supporting people.

We are not a stand-alone service. By that we mean that we are much more effective in achieving our aims by working with other similarly skilled services. Our centre is better described as a hub which is open to other organisations to come and use. In 2022 we worked alongside health professionals, mental health professionals, housing providers, probation officers, drug and alcohol treatment services and teams who, like us, work to bring all those specialisms together to help one person at a time to change their life.

Working with other professional services helps to improve our work. For example, learning from probation services to improve the management of risk and learning more about co-production systems from Flourish.

As with most homeless agencies, we follow a Trauma Informed methodology. In brief this means we assume that most people who become street homeless are survivors of childhood trauma or Post Traumatic Stress Disorder (PTSD) and that their experience of trauma has had a profound impact on their lives. The multi-agency approach is touched on again later.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

Being Trauma Informed means that we have designed the way we work and the spaces we use to avoid, as much as possible, adding to the trauma people have already experienced. The really important thing about working in a Trauma Informed way is that it increases the chances of supporting people who are homeless to change their life patterns and realise their strengths and skills to lead a much richer and fuller life than most dared to dream about.

In 2022 we maintained a shop in Meadowhall to sell goods produced in our Printed By Us social enterprise and set up a shop in Orchard Square. Our Peer Mentoring Programme started employing two individuals previously employed through our social enterprises. One of the two peer mentors applied for and gained employment with the Framework Rough Sleeper Outreach Team. The peer mentor programme strengthens the work we do to help people moving away from homelessness. The plans for the rebuild of the project were further developed.

Structure and Governance of the Archer Project

All parts of the Archer Project are important; those people who are or have been homeless and who benefit from our service are also the people who help us run it and design in improvements to the way we work. Our staff team is made up of volunteers and employees, all of whom undertake training and many of whom give feedback in one way or another to help us deliver a better service. Our trustees are appointed because we believe they have particular skills, gifts and values that will bear fruit and improve the way we run the charity. Equally important are those who support us with gifts, donations and encouragement, without whom there would be no service to offer.

The trustees perform skills audits and discuss skills gaps. Appointments are made following a) advertisements for potential trustees with skills that have been identified as needed b) on occasions when individuals with sought after skills have made their desire to be considered as a trustee known to the board of trustees.

Potential trustees receive our Trustee and Director Handbook, updated annually, which details the responsibilities and commitments of trustees and directors, training packages, an organigram with contacts for participation in the projects activities. This allows visits and shadowing of the staff team. On appointment Trustees complete an induction process with the Administration Manager. The Chair of Trustees meets with all trustees to identify training needs and how their skills are being and might be used to fulfil the role of trusteeship, and personal satisfaction in fulfilling their role.

Trustees and Directors

Our trustees have the task of ensuring the charity operates within the bounds of the law to deliver its purpose which is set out in its Articles of Association. The Archer Project's governance structure is in line with the requirements of both the Charity Commission and Companies House. All of the trustees are members of the company and guarantee to contribute £20 in the event of a winding up.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees meet as a full board six times per year. They delegate aspects of their overall responsibilities and interests to sub-committees and working groups. In 2022 these were:

- Finance Committee
- Human Resources and Operational Policy Committee
- Fundraising Committee
- Re-building Task and Finish Group
- Accommodation Task and Finish Group

The Chair of Trustees chairs a remuneration committee to review and set the salary of the Chief Executive Officer. The salary is benchmarked against similar sized and structured organisations. The Chair of Trustees meets monthly with the Chief Executive Officer to review the performance of the charity and any identified risks.

The HR committee also acts as a Remuneration committee to review the salary of the CEO on an annual basis. On those occasions, the Chair of the Project leads the discussion and makes a recommendation to the Board. The CEO receives cost of living pay increases in line with such increases to all paid staff.

Risks are identified by the use of a risk register which is reviewed by both the Finance and Human Resources and Operational Policy Committees. Any risks of concern are taken to meetings of the full board of trustees.

Trustees are asked to contribute to at least one of these committees or groups alongside regular attendance at full board meetings. In addition, most find ways in which they can take part in the work of the project, volunteering in our kitchen or supporting the development of skills in aspects of the project or working behind the scenes to improve administrative or financial processes. We undertake skills gap analysis against perceived skills needs when appointing trustees. The skills trustees bring to their role include marketing and public relations, sales, economic research and evaluation, finance management, human resources management, legal, management within private enterprise, public sector and voluntary sector, knowledge of Sheffield's business and public sector systems.

The Trustees delegate the responsibility of day to day running of the project to the Chief Executive Officer. The Chief Executive Officer works with a senior leadership team to coordinate the delivery of operations, administration, fundraising, financial management. The CEO works with the Managing Director of Archer Project Enterprises to manage the day to day responsibilities of Archer Project Enterprises.

In 2022 the trustees focused on strengthening the governance of its social enterprises. Archer Project Enterprises Ltd is a trading arm of the Archer Project and offers some different governance challenges to that of the charity. The new Directors appointed to the board of Archer Project Enterprises Ltd were in place early in 2022. The directors were recruited for their financial, marketing and other business skills.

Why we are here

The charity's objects are the relief of poverty within Sheffield City Centre and the sub-region, with particular focus on and concern for those people who are homeless or otherwise experiencing housing difficulties due to their poverty. We believe everybody has a right to a fulfilling and enjoyable life and that there are some important things we do to help people achieve this.

Public benefit

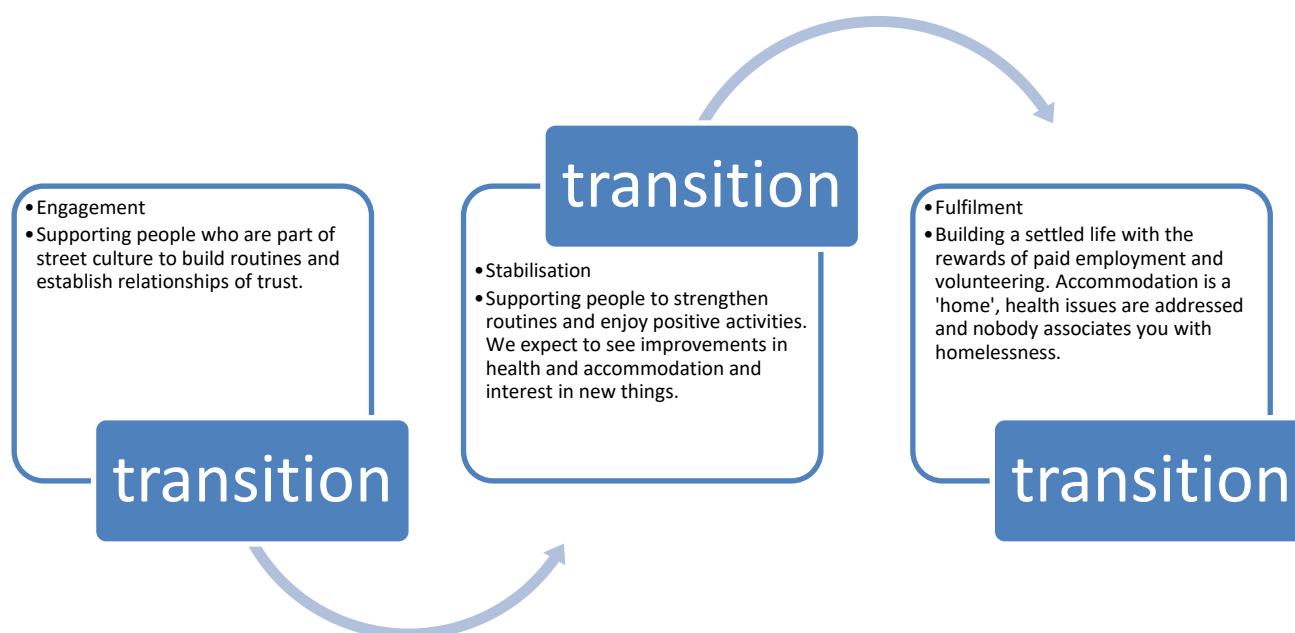
In setting the objectives and planning the activities the directors have given careful consideration to the Charity Commission's general guidance on public benefit. Public benefit is an essential part of what it is to be a charity. But it is more than a legal requirement. It provides us with a positive opportunity to demonstrate the benefits we bring to the public, in return for the financial and other benefits that come from us being a charity. These include:

- Having a positive effect on individuals as they take small steps towards a huge change and are supported to move away from street activity and instead experience a life they find more satisfying.
- Making a positive contribution to 'place' and the city centre environment. We believe we have made a particular contribution to addressing the challenges faced by rough sleepers in the city centre. For example, by providing a centre which meets the immediate needs of people involved in street activity (food, medical, communications and hygiene) it enables agencies and individuals to work progressively to move away from street activity.
- Taking a leadership role in Sheffield to help develop its work to address homelessness. We have taken a leading voluntary sector role in helping to establish the Changing Futures Team, contributing to multi-agency systems, participating at the Trauma Informed Working and we continue to support Sheffield's '[Help us Help](#)' campaign.
- We believe it is our responsibility to learn about homelessness from the latest investigation and research in order to deliver best practice within our service. For example, we introduced Trauma Informed approaches and have continued to research how it pertains to the homelessness sector.

The way we work

We provide a progressive pathway from street homelessness to a settled and stable life with paid employment. There is no end to the support we offer so that if someone who has made fantastic progress and is in a settled, productive life experiences a relapse, we remain available to them to support them. For example, if a person returns to drug use and it builds to an addiction, we will support them as they tackle the addiction, with the intention that we can prevent them losing all the good things they have gained, their home, their sense of pride and achievement, their hope of a stable life.

The pathway is three overlapping streams of support.



Throughout the whole journey we are looking for signs that people's lives are improving in a balanced way because this is most likely to be sustainable progress. So, we measure improvements in accommodation, changes in the way people think about their health and wellbeing and the way people think about their lives as a member of society. When a person's life is dominated by trying to survive on the street, basic accommodation is an improvement but as they progress the type of accommodation becomes more important, including where that accommodation is and who their neighbours are and how comfortably and homely the accommodation feels. These changes evidence the progress made. We can follow similar journeys in the way people look at their health and the way they think about their life as a member of society.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

Our three overlapping streams are:

Engagement: we work with people whose lives are marked by the need to survive day to day. The quote below illustrates the lack of self-worth and hopelessness some of the people we work with can initially feel.

Engagement is about giving people space to get to know and trust us and the other services who use our centre. Listening, accepting, and trying to understand are the tools we use. This is the heart of Trauma Informed ways of working, building the relationship that allows someone to think that a different life could be possible.

Stabilisation: When people have some basic routines and life patterns, we can build on them. This may be as simple as someone showing a desire to meet with a particular professional by always attending their meetings, or turning up at the project at the same time every day to use particular services like the shower or nursing clinic.

'I always thought, tomorrow's another day. That light in that darkness was fundamentally, one hundred percent, only present as a result of The Archer Project. Knowing that I would be able to not have to spend money on food, clothes, washing...it's a rock. In between all the torture and the tornados that you go through being homeless, it's an anchor.' A formerly homeless man who has become a kitchen volunteer to add meaning and purpose as he builds a new life.

Fulfilment: Our aim is to give people the opportunity to feel a sense of fulfilment and success. At the Archer Project this includes the opportunity of paid employment. Alongside healthy living activities and good accommodation, employment has the power to build esteem and new aspirations.

"What would I give the Archer Project out of ten? Me, personally, I'd give it ten out of ten because it changed my life. I wouldn't be in the position I am now without it."

Multi-agency approach

We mentioned the importance of the multi-agency approach and described the Archer Project as a hub. Alongside its team of volunteers and employees, professionals from other organisations of various disciplines use the project to meet and work with people. This reflects Sheffield's wider multi-agency approach working with homeless populations. It is a recognition of the complexity of homelessness, and that its victims frequently suffer from mental health issues, childhood trauma, PTSD, acquired brain injuries and, as a result, need support to tackle multiple barriers if they are to build a sustainable settled life.

The organisations who use the Archer Project include medical services, mental health services, accommodation support workers, probation staff and alcohol and drug treatment services.

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The Archer Project and most other services who use the project work in a Trauma Informed way. The recognition that childhood trauma and PTSD are among the biggest causes of homeless lifestyles has led to a focus on training and development that understands how trauma affects a person's physical and mental development and the ways in which trauma can be addressed.

Archer Project Enterprises Ltd (APE)

Archer Project Enterprises Limited is a wholly owned trading company of the Cathedral Archer Project Limited. We created social enterprises to help people with a history of homelessness or the risk of future homelessness into employment. Our enterprises are:

Printed By Us. We employ people to print, sell and manage the logistics of an environmentally friendly printing business www.printedbyus.org. We buy designs from graphic designers and artists local to us in the Sheffield area. These designs are made into high-quality screen-printed posters as well as printed on to t-shirts, hoodies and other items of clothing and onto mugs.

We employ people who are formerly homeless in printing, selling, processing on-line orders, marketing and organisational planning.

Printed By Us was transferred from the Cathedral Archer Project Limited to Archer Project Enterprises Ltd in 2021.

Cleaning. We employ people to provide commercial cleaning services at various venues throughout Sheffield.

Catering. We work with the social enterprise Blend Kitchen (www.blendkitchen.co.uk) to give people access to employment in the catering industry.

All of our employees are paid at the National Living Wage Foundation minimum wage level or above.

Future Plans

In 2023 the Archer Project will:

- Appoint an Operations Manager in APE to improve the processes of recruitment, managing day-to-day delivery and monitoring of work programmes, and to improve the successful exiting of people from the programme.
- Move the APE operations from Waverley House at the end of the lease to meanwhile space afforded in Sheffield through the underuse of city centre buildings and retail units.
- Increase cleaning contracts through the Joint Venture Agreement with Klear Commercial Cleaning.
- Broaden funding applications to include costs of supporting people into employment that will directly support the work of APE.
- Apply for funds to appoint staff to increase the support given to people as they move into employment. The emotional transition and maintaining progress towards improved wellbeing, stable accommodation that gives physical and psychological safety and a positive attitude to socialising and community activity is an important aspect of making employment sustainable.
- To appoint a dedicated fundraiser to focus on capital funds for the rebuild project.
- To further develop the Peer Mentor Programme, in particular, to offer training opportunities to people who wish to train as Peer Mentors.
- To develop co-production processes. The project does a lot of co-productive activity but intends to make these more fundamental to the way it works in all areas of its operations.
- To review policies that will enhance staff wellbeing.

Financial Review

In 2020 the Archer Project had received an unprecedented level of financial support. Covid related funds and public support for frontline services that remained active delivering services to vulnerable groups during the lockdown periods provided a year when our funds increased. 2021 was a second year of covid with greater insecurities for both trust funds and the general public. Further, the change in work patterns and further periods of lockdown meant that corporate donations and their ability to support fundraising events was reduced.

In 2022 we further improved the skill set of our fundraising team to deliver against targets of grant income, fundraising events and donations. Our events are sensitive to the highest donation income periods of the year and we expect the fourth quarter each year to deliver the highest income from donations.

Risk factors

1. The economic crisis (2022) remains a threat.
 - a. More people with low incomes are struggling with household costs and relying on charitable support. The Archer Project is experiencing an increase in demand for its services.

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- b. The high rate of inflation, impacting food and other basic costs, has continued into 2023. This is likely to affect people's ability to give and may stall the growth in donations we need to maintain the level of service delivery we have developed.
- c. Higher costs and reduced disposable income will increase demand on grant making trusts and there is evidence that some trusts have focused on helping charities to meet cost of living increases.
- d. Economists are still predicting a recession in the UK which is likely to impact poorest populations the most and increase demand for services whilst, at the same time, negatively impacting fundraising activity.

The funding team will continually review its strategic approach to focus or re-focus its work on activities that help us achieve the income needed to meet the costs of delivering our services.

- 2. Investment into homeless related services in Sheffield by central government has increased since 2020. In the next two years some of this investment will have reached the end of its funding period. Without repeat funding or similar follow on programmes we will see a reduction in frontline staffing across the sector in Sheffield and an increased reliance on third sector provision. This is likely to increase the demand to use The Archer Project and to impact on the city centre environment.
- 3. The Archer Project has invested in redesigning its centre to deliver better outcomes for people who have experienced homelessness following the arson attack in May 2020. This is a whole programme of work, including a major fundraising effort, over and above the work of the Archer Project. The trustees have delegated the work to a working group of trustees and the CEO to ensure the scheme is realistic, well-planned, accurately costed, and will not impede the fund-raising work to deliver the projects services. The project has a dedicated fundraiser from June 2023.

The proposed plans will improve the way the centre can deliver outcomes by using space differently in line with trauma informed ways of working. It is estimated that the Archer Project will need to raise between £1.5 and £2 million to deliver the scheme. The working group has undertaken a cost benefit analysis which shows that for every one pound it spends on services for homeless adults there is a public sector cost impact of £3.20. In other words, a rebuilt, reconfigured project will provide an effective service in helping Sheffield tackle homelessness; it will add very valuable skills and resources to those services delivered by the local authority and health services.

- 4. Archer Project Enterprises Ltd has been established to deliver income generating work in line with the objectives of the Archer Project. It provides employment for people who are formerly homeless or have suffered related vulnerable lifestyles, e.g., have suffered debilitating mental health or addiction with the threat of becoming homeless. Indeed, its primary objective is to support personal progress into employment and the added stability this brings to a settled life. The sustainability of APE Ltd currently depends on support from the Archer Project. This, in turn, places demands on the ability of the Archer Project to raise sufficient income on a dependable basis. To mitigate this, we have strengthened the governance of APE by appointing new directors with skills relating to social enterprises and the growth of small businesses. 2022 was the first year of dedicated and separated governance for APE. The funding team has identified grants related to employment and social enterprises to provide specific support for the programme.

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Financial Position

During 2022 the Archer Project group reported a deficit of £68,019 (2021: deficit £117,709). Within this, restricted funds increased by £28,795 (2021: decrease of £11,540) and unrestricted reserves decreased by £96,814 (2021: decrease of £106,169). Total reserves at the end of 2022 are £320,625 (2021: £388,644) with unrestricted reserves of £212,852 (2021: £309,666) carried forward. In common with many other voluntary sector organisations the Archer Project recognises the inherent uncertainty of its funding streams. Our funding team regularly reviews its performance. Flexibility in fund raising work has been particularly important in the past two years to respond to a changing economy and its impact on grant making trusts, donations and government support schemes.

Policy on reserves

The Board has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity (free reserves) should be at a level sufficient to continue the current activities of the Charity in the event of a short-term significant fall in funding. The Board believes three months' operating costs, currently amounting to £100,000, should be held. At £180,551 the level of free reserves at 31 December 2022 is above the target level. The trustees are aware that funding continues to be unpredictable. Both the Board and the Management continue to develop strategies to increase unrestricted reserves and aim to retain these at an acceptable level.

Going concern

As outlined above, free reserves at the end of the year are above target level. Trustees have undertaken detailed reviews of the areas listed below, and having done so consider that it is correct to prepare accounts on a going concern basis.

- The level of secured grant funding to December 2024;
- Patterns of donations and the planned fundraising events to attract support for the project in 2024;
- A plan of expenditure to keep costs within budget limits through to December 2024;
- Detailed forecasts of income and expenditure through to December 2024; and
- Cash flow forecasts to December 2024, taking into account a Homeless Link loan secured in July 2019, to better manage the period of service growth currently being experienced.

Taking all these matters into account we consider that it is appropriate to hold reserves above the target level and it is appropriate to prepare accounts on a going concern basis.

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Trustees' responsibilities statement

The trustees (who are also directors of The Cathedral Archer Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on Sep 26, 2023 and signed on their behalf by:


Neil Riley (Sep 26, 2023 15:22 GMT+1)

Neil Riley
Trustee

I report to the charity trustees on my examination of the consolidated accounts of the group comprising The Cathedral Archer Project "the company" and its subsidiary for the year ended 31 December 2022 which are set out on page 14 to 35.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the consolidated accounts of the Group in accordance with the requirements of the Charities Act 2011 ('the Act') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both the Charity and the Group are not required by charity law to be audited and have chosen instead to have an independent examination. I report in respect of my examination of the consolidated accounts.

I have carried out my examination under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Emphasis of matter

I draw attention to note 1.3 in the financial statements which discusses the trustees' assessment of going concern given the uncertainties around future income generation.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Signed: 

Date: Sep 26, 2023

Nicola Adams ACA DChA

BHP LLP

2 Rutland Park

SHEFFIELD S10 2PD

THE CATHEDRAL ARCHER PROJECT LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<u>Income from:</u>					
Donations and legacies	4	528,860	192,780	721,640	610,459
Charitable activities	5	3,494	-	3,494	54,936
Other trading activities	6	148,893	-	148,893	119,089
Investments	7	187	-	187	22
Other income	8	9,240	-	9,240	43,607
Total income		690,674	192,780	883,454	828,113
<u>Expenditure on:</u>					
Raising funds	9	138,618	-	138,618	118,704
Charitable activities	10	390,298	163,985	554,283	664,692
Other trading activities	12	258,572	-	258,572	162,426
Total expenditure		787,488	163,985	951,473	945,822
Net (expenditure)/income for the year		(96,814)	28,795	(68,019)	(117,709)
Transfers between funds	20	-	-	-	-
Net movement in funds		(96,814)	28,795	(68,019)	(117,709)
Reconciliation of funds:					
Funds brought forward at 1 January 2022		309,666	78,978	388,644	506,353
Net movement in funds		(96,814)	28,795	(68,019)	(117,709)
Funds carried forward at 31 December 2022		212,852	107,773	320,625	388,644

The statement of financial activities complies with the requirements of an income and expenditure account under Companies Act 2006 and includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE CATHEDRAL ARCHER PROJECT LIMITED

BALANCE SHEETS

AS AT 31 DECEMBER 2022

	Notes	GROUP		CHARITY	
		2022 £	2021 £	2022 £	2021 £
Fixed assets					
Intangible assets	15	4,706	6,695	2,400	3,200
Tangible assets	16	27,595	23,355	18,648	22,313
Investments	17	-	-	1	1
		<u>32,301</u>	<u>30,050</u>	<u>21,049</u>	<u>25,514</u>
Current assets					
Stock		52,596	53,712	-	-
Debtors	18	165,185	48,594	238,673	289,100
Cash at bank and in hand		<u>218,548</u>	<u>410,539</u>	<u>178,666</u>	<u>212,454</u>
		<u>436,329</u>	<u>512,845</u>	<u>417,339</u>	<u>501,554</u>
Creditors: amounts falling due within one year	19	<u>(148,005)</u>	<u>(111,027)</u>	<u>(117,763)</u>	<u>(95,200)</u>
Net current assets		<u>288,324</u>	<u>401,818</u>	<u>299,576</u>	<u>406,354</u>
Total assets less current liabilities		<u>320,625</u>	<u>431,868</u>	<u>320,625</u>	<u>431,868</u>
Creditors: amounts falling due after one year	19	-	(43,224)	-	(43,224)
Net assets	21	<u>320,625</u>	<u>388,644</u>	<u>320,625</u>	<u>388,644</u>
Funds					
Unrestricted funds	20	212,852	309,666	212,852	309,666
Restricted funds	20	<u>107,773</u>	<u>78,978</u>	<u>107,773</u>	<u>78,978</u>
Total funds		<u>320,625</u>	<u>388,644</u>	<u>320,625</u>	<u>388,644</u>

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

The financial statements on pages 14 to 35 were approved by the Board on Sep 26, 2023 and were signed on its behalf by:


Neil Riley (Sep 26, 2023 15:22 GMT+1)

Neil Riley
Trustee

Company Registration Number: 3188162

THE CATHEDRAL ARCHER PROJECT LIMITED

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
Net cash used in operating activities <i>See below</i>	<u>(135,503)</u>	<u>(111,564)</u>
Cash flow from investing activities		
Interest income	187	22
Purchase of tangible fixed assets	<u>(11,550)</u>	<u>(15,224)</u>
Cash used in investing activities	<u>(11,363)</u>	<u>(15,202)</u>
Cash flow from financing activities		
Loan repayments	(39,918)	(36,858)
Loan interest payable	<u>(5,207)</u>	<u>(8,266)</u>
Cash from financing activities	<u>(45,125)</u>	<u>(45,124)</u>
(Decrease)/increase in cash and cash equivalents in the year	<u>(191,991)</u>	<u>(171,890)</u>
Cash and cash equivalents at the beginning of the year	410,539	582,429
Cash and cash equivalents at the end of the year	<u>218,548</u>	<u>410,539</u>

Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net expenditure for the year	(68,019)	(117,709)
Add back depreciation charge	7,310	7,590
Add back amortisation charge	1,989	825
Deduct interest income shown in investing activities	(187)	(22)
Add interest payable shown in financing activities	5,207	8,266
Increase in stock	1,116	(23,333)
(Increase)/decrease in debtors	(116,591)	34,186
Increase/(decrease) in creditors	<u>33,672</u>	<u>(21,367)</u>
Net cash flow used in operating activities	<u>(135,503)</u>	<u>(111,564)</u>

Analysis of changes in net debt

	At 1 Jan 2022 £	Cashflows £	Transfer £	At 31 Dec 2022 £
Cash at bank and in hand	410,539	(191,991)	-	218,548
Debt due within 1 year	(39,918)	39,918	(43,224)	(43,224)
Debt due after 1 year	(43,224)	-	43,224	-
	<u>327,397</u>	<u>(152,073)</u>	<u>-</u>	<u>175,324</u>

1 Accounting policies

1.1 General information and basis of preparation

The Cathedral Archer Project is a charitable company limited by guarantee in England and Wales. The address of the registered office is given in the legal and administrative information on page 1 of these financial statements. The nature of the charity's operations and principal activities are, the relief of poverty.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued on 1 October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

The Cathedral Archer Project Limited meets the definition for a public benefit entity as defined by FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The financial statements are presented in £ sterling which is the functional currency of the charity and rounded to the nearest £.

1.2 Basis of consolidation

The consolidated accounts include the accounts of The Cathedral Archer Project Limited and its subsidiary undertakings on a line by line basis.

Under section 399 of the Companies Act 2006 and SORP 2019 the company is not required to present its own income and expenditure account.

The company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own statement of financial activities. The company's net movement in funds for the year was £(68,019) (2021:£(91,665)).

1.3 Going concern

The charitable group has made a deficit in the year of £68,019. Free reserves at 31 December 2022 are £180,551 and above the target level of £100,000.

The trustees have prepared forecasts of income and expenditure for the period to 31 December 2024 and subjected them to sensitivity analysis. The forecasts show that the group has sufficient reserves and cash to be able to continue.

The forecasts are dependent on being able to raise sufficient income from donations and grants to support the costs of running the charitable group. The trustees recognise that in the current economic climate there are significant uncertainties in achieving this.

The trustees will continue to monitor performance against budget and put plans in place including the identification and implementation of cost savings, to safeguard the finances of the charitable group if necessary.

It is for these reasons that the trustees continue to adopt the going concern basis in preparing these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1.4 Income recognition

Income from donations and grants is recognised in the period in which the charity is entitled to receipt, it is probable and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Legacies are included when the charity is legally entitled to the income, probate has been granted, its receipt is probable and the amount can be quantified with reasonable accuracy. Entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Intangible income (for example, assistance in the form of donated services) is included in the Statement of Financial Activities where another party is bearing the financial cost of the resources supplied and the benefit is quantifiable and measurable. Intangible income is included in the period in which the benefit of the resource is received.

CJRS income is recognised in the period to which the claim relates.

1.5 Expenditure recognition

Resources expended are included on an accruals basis inclusive of irrecoverable VAT and have been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Charitable costs are split between direct and support costs based on the use of resources. Governance costs comprise costs for the running of the charity itself as an organisation.

1.6 Intangible fixed assets

Intangible fixed assets are measured at cost less accumulative amortisation and any accumulative impairment losses. Amortisation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Website	25% straight line
Printing rights	33% straight line

Assets are not amortised in the year of purchase.

1.7 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	25% straight line
Leasehold improvements	20% straight line
Fixtures & fittings	20% straight line
Motor vehicles	20% straight line

Assets are not depreciated in the year of purchase.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1.8 Leases

Operating lease rentals are charged to the income and expenditure account as incurred.

1.9 Employee benefits

When employees have rendered service to the charity short-term employee benefits to which the employees are entitled are recognised at the amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

1.10 Funds

Restricted funds are funds subject to specific conditions imposed by the donor.

Unrestricted funds are funds generated for general charitable purposes.

1.11 Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.13 Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party. Creditors and provisions are normally recognised at the settlement amount.

1.14 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualifies as basic financial instruments. These are initially recognised at transaction value and subsequently measured at settlement value.

1.15 Tax

The company is considered to pass the tests set out in Sch. 6, para. 1 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Pt. 11, Ch. 3 of the Corporation Tax Act 2010 or s. 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1.16 Judgements and key sources of estimation uncertainty

Critical accounting estimates and areas of judgement

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

2 Net income/(expenditure) for the year

This is stated after charging:

	2022	2021
	£	£
Auditor's remuneration	-	5,646
Independent examiner fee	7,368	-
Depreciation of tangible assets	7,310	7,590
Depreciation of intangible assets	1,989	825
Operating lease expenses	18,157	17,873
Cathedral Resources Centre rent	37,500	37,500

3 SOFA prior year comparatives

		Unrestricted Funds	Restricted Funds	Total 2021
		£	£	£
<u>Income from:</u>				
Donations and legacies	4	411,025	199,434	610,459
Charitable activities	5	54,936	-	54,936
Other trading activities	6	119,089	-	119,089
Investments	7	22	-	22
Other income	8	43,607	-	43,607
Total income		<u>628,679</u>	<u>199,434</u>	<u>828,113</u>
<u>Expenditure on:</u>				
Raising funds	9	118,704	-	118,704
Charitable activities	10	462,390	202,302	664,692
Other trading activities	12	162,426	-	162,426
Total expenditure		<u>743,520</u>	<u>202,302</u>	<u>945,822</u>
Net (expenditure)/income for the year		(114,841)	(2,868)	(117,709)
Transfers between funds	20	8,672	(8,672)	-
Net movement in funds		<u>(106,169)</u>	<u>(11,540)</u>	<u>(117,709)</u>
Reconciliation of funds:				
Funds brought forward at 1 January 2021		415,835	90,518	506,353
Net movement in funds		(106,169)	(11,540)	(117,709)
Funds carried forward at 31 December 2021		<u>309,666</u>	<u>78,978</u>	<u>388,644</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

4 Donations and legacies

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Abbeydale and Millhouses PCC	-	-	-	10,000
Albert Hunt Trust	-	-	-	5,000
Albion Valves UK Ltd	-	-	-	20,000
Austin & Hope Pilkington Trust	-	-	-	1,000
Avila Properties	-	-	-	1,083
B&Q Foundation	-	-	-	5,000
Liz & Terry Bramall Foundation	10,000	-	10,000	-
Church Urban Fund	-	38,700	38,700	35,590
Cutlers' Company Charitable Trust	1,000	-	1,000	-
DACT Help Us Help	-	7,298	7,298	2,800
Direct Charcoal Ltd	-	-	-	2,500
Dunn Family Charitable Trust	3,750	-	3,750	3,750
Dan McAllister Foundation	4,747	-	4,747	-
Facey Family Foundation	2,000	-	2,000	-
Forrester Family Trust	-	50,000	50,000	-
Freshgate Foundation	-	2,000	2,000	-
Grace Trust	-	-	-	2,000
J G Graves	-	3,000	3,000	-
GMB Asda South Branch	-	1,000	1,000	-
HARC	-	-	-	5,000
Homeless Link	-	-	-	16,967
Homes by Honey Limited	4,000	-	4,000	-
John Lewis Community Investment Fund	-	39,953	39,953	-
Leeds Building Society Foundation	-	-	-	1,000
Lloyds TSB Foundation	-	-	-	20,000
Metro Finance	4,800	-	4,800	5,315
NHS Sheffield CCG	-	2,500	2,500	2,500
North Eastern Circuit Charity Committee	-	-	-	2,000
O'Connor	-	8,000	8,000	-
Rise Construction Framework	-	2,000	2,000	-
Sheffield Chamber of Commerce	-	3,248	3,248	27,645
Sheffield Church Burgesses	8,000	-	8,000	8,000
Sheffield City Council	-	25,581	25,581	41,760
Sheffield Forgemasters	2,000	-	2,000	-
Sheffield General Benevolent	2,500	-	2,500	2,500
Sheffield PCT HCP	-	6,000	6,000	6,000
Sheffield Town Trust	9,000	-	9,000	-
South Yorkshire Violence Reduction Fund	-	-	-	(511)
Swann Morton Foundation	-	3,500	3,500	-
Talbot Trust	-	-	-	4,600
Tramlines	-	-	-	2,720
Tudor Trust	-	-	-	34,000
Utilita	-	-	-	3,437
Legacies	7,000	-	7,000	-
Other collections and other donations	470,063	-	470,063	338,803
	528,860	192,780	721,640	610,459

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

5 Charitable activities

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Just Works activities	2,034	-	2,034	50,659
Big Issue rental	1,322	-	1,322	1,068
Other	138	-	138	3,209
	3,494	-	3,494	54,936

6 Other trading activities

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cleaning services	22,371	-	22,371	30,979
Catering services	-	-	-	358
Printing operations	88,933	-	88,933	28,708
Goods sold	1,012	-	1,012	388
Other	36,577	-	36,577	58,656
	148,893	-	148,893	119,089

7 Investment income - unrestricted

	2022	2021
	£	£
Interest receivable	187	22
	187	22

8 Other income - unrestricted

	2022	2021
	£	£
Insurance claim	9,240	-
CJRS grants receivable	-	39,812
Kickstart grants receivable	-	3,795
	9,240	43,607

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

9 Raising funds

	Unrestricted Expenditure £	Restricted Expenditure £	2022 Total £	2021 Total £
Staff costs	70,061	-	70,061	65,066
Office costs	48,275	-	48,275	35,282
Direct raising funds	118,336	-	118,336	100,348
Support costs (note 11)	20,282	-	20,282	18,356
Total raising funds	138,618	-	138,618	118,704

10 Charitable activities

	Unrestricted Expenditure £	Restricted Expenditure £	2022 Total £	2021 Total £
Staff costs	86,163	130,465	216,628	290,909
Volunteer expenses	12,900	287	13,187	11,393
Accommodation costs	67,632	5,700	73,332	79,327
Office costs	9,750	15,508	25,258	55,247
Depreciation	6,892	-	6,892	7,590
Amortisation	800	-	800	825
Food provision	10,528	9,079	19,607	19,244
Client activities and welfare	5,694	2,946	8,640	11,532
Just Works activities	-	-	-	17,737
Governance costs	27,687	-	27,687	24,041
Direct charitable activities	228,046	163,985	392,031	517,845
Support costs (note 11)	162,252	-	162,252	146,847
Total charitable activities	390,298	163,985	554,283	664,692

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

11 Allocation of support costs

The charity allocates its support costs as shown in the table below. The support costs are allocated on the basis of employee time.

	Charitable activities £	Raising funds £	2022 Total £	2021 Total £
Staff costs	105,056	13,132	118,188	98,059
Office costs	43,868	5,483	49,351	46,490
Professional fees	11,765	1,471	13,236	18,794
Bank charges	1,563	196	1,759	1,860
Total support costs	162,252	20,282	182,534	165,203
 Total support costs 2021	 146,847	 18,356	 165,203	

12 Other trading activities

Expenditure incurred through other trading activities is wholly unrestricted.

	2022 Total £	2021 Total £
Cleaning services cost of sales	2,089	1,431
Printing operations costs	53,110	12,444
Staff costs	170,217	135,311
Office costs	30,768	8,791
Professional fees	-	3,348
Bank charges	2,388	885
Bad debts	-	216
	258,572	162,426

13 Directors

None of the directors (or any persons connected with them) received any remuneration, benefits or expenses from the company during either year.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

14 Staff costs

Staff costs during the year were as follows:

	2022	2021
	£	£
Wages and salaries	524,763	545,932
Social security costs	31,281	31,655
Pension costs	11,450	11,034
	<u>567,494</u>	<u>588,621</u>
	<u>36</u>	<u>41</u>

The average number of employees during the year was as follows:

Pension contributions of £2,300 (2021: £nil) were outstanding at the year end for December 2022 and included within current liabilities.

No employee earned over £60,000 during either year.

Aggregate remuneration costs for the senior management team including salary, employer's NI and employer's pension cost was £182,623 (2021: £158,213). The charity considers its senior management team to be the Chief Executive Officer, Deputy Chief Executive, Centre Manager, Administration Manager and Head of Social Enterprise.

Pension contributions for employees are allocated to those activities and funds that the employees' salary is allocated to.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

15 Intangible fixed assets

Charity	Website £	Printing Rights £	Total £
Cost			
At 1 January 2022	3,200	-	3,200
Additions	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 December 2022	3,200	-	3,200
	<hr/>	<hr/>	<hr/>
Amortisation			
At 1 January 2022	-	-	-
Charge for the year	800	-	800
	<hr/>	<hr/>	<hr/>
At 31 December 2022	800	-	800
	<hr/>	<hr/>	<hr/>
Net book value			
At 31 December 2022	2,400	-	2,400
	<hr/>	<hr/>	<hr/>
At 31 December 2021	3,200	-	3,200
	<hr/>	<hr/>	<hr/>
Group	Website £	Printing Rights £	Total £
Cost			
At 1 January 2022	5,020	2,500	7,520
Additions	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 December 2022	5,020	2,500	7,520
	<hr/>	<hr/>	<hr/>
Amortisation			
At 1 January 2022	-	825	825
Charge for the year	1,164	825	1,989
	<hr/>	<hr/>	<hr/>
At 31 December 2022	1,164	1,650	2,814
	<hr/>	<hr/>	<hr/>
Net book value			
At 31 December 2022	3,856	850	4,706
	<hr/>	<hr/>	<hr/>
At 31 December 2021	5,020	1,675	6,695
	<hr/>	<hr/>	<hr/>

On 1st October 2021, Printed by Us operations were transferred from the charity to the subsidiary Archer Project Enterprises Limited. This included printing rights relating to these operations.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

16 Tangible fixed assets

Charity	Leasehold Improvements £	Motor Vehicles £	Computer Equipment £	Fixtures & Fittings £	Total £
Cost					
At 1 January 2022	11,563	20,565	59,176	65,028	156,332
Additions	-	-	701	2,526	3,227
Disposals	-	(20,565)	-	-	(20,565)
At 31 December 2022	11,563	-	59,877	67,554	138,994
Depreciation					
At 1 January 2022	11,563	20,565	47,470	54,421	134,019
Charge for the year	-	-	4,249	2,643	6,892
Disposals	-	(20,565)	-	-	(20,565)
At 31 December 2022	11,563	-	51,719	57,064	120,346
Net book value					
At 31 December 2022	-	-	8,158	10,490	18,648
At 31 December 2021	-	-	11,706	10,607	22,313

Group	Leasehold Improvements £	Motor Vehicles £	Computer Equipment £	Fixtures & Fittings £	Total £
Cost					
At 1 January 2022	11,563	20,565	59,176	67,118	158,422
Additions	-	3,800	5,224	2,526	11,550
Disposals	-	(20,565)	-	-	(20,565)
At 31 December 2022	11,563	3,800	64,400	69,644	149,407
Depreciation					
At 1 January 2022	11,563	20,565	47,470	55,469	135,067
Charge for the year	-	-	4,249	3,061	7,310
Disposals	-	(20,565)	-	-	(20,565)
At 31 December 2022	11,563	-	51,719	58,530	121,812
Net book value					
At 31 December 2022	-	3,800	12,681	11,114	27,595
At 31 December 2021	-	-	11,706	11,649	23,355

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

17 Fixed asset investments

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Unlisted investments				
Investment in subsidiary company	-	-	1	1
	<u>-</u>	<u>-</u>	<u>1</u>	<u>1</u>

Archer Project Enterprises Limited (Company number: 07431294) is a 100% owned subsidiary.

	Profit/(Loss)	Capital and reserves
	£	£
Archer Project Enterprises Limited	<u>(28,176)</u>	<u>(45,917)</u>

18 Debtors

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Trade debtors	29,903	21,451	6,671	8,203
Amounts owed by subsidiary undertaking	-	-	109,172	253,795
Other debtors	9,307	1,807	-	2,151
Prepayment and accrued income	125,975	25,336	122,830	24,951
	<u>165,185</u>	<u>48,594</u>	<u>238,673</u>	<u>289,100</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

19 Creditors**Creditors: amounts falling due within one year**

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Trade creditors	53,533	28,105	48,022	26,420
Other creditors	36,349	29,223	19,766	22,117
Other taxes and social security	14,899	13,781	6,751	6,745
Loan	43,224	39,918	43,224	39,918
	148,005	111,027	117,763	95,200

Creditors: amounts falling due after one year

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Loan	-	43,224	-	43,224
	-	43,224	-	43,224

An unsecured loan of £120,000 was received from HomelessLink in 2021.

The loan is repayable by instalments as follows:

	2022	2021
	£	£
Less than one year	43,224	39,918
Later than one and not later than five years	-	43,224
	43,224	83,142

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

20 Funds

Current year:
Unrestricted funds

Group	Balance at 1 Jan 2022 £	Income £	Expenditure £	Transfer Transfer between funds £	Balance at 31 Dec 2022 £
General funds (Charity)	327,407	460,279	(528,916)	-	258,770
Subsidiary - Archer Project Enterprises Ltd	(17,741)	230,395	(258,572)	-	(45,918)
Total unrestricted funds	309,666	690,674	(787,488)	-	212,852

Restricted funds

Group and Charity	Balance at 1 Jan 2022 £	Income £	Expenditure £	Transfer between funds £	Balance at 31 Dec 2022 £
Austin & Hope Pilkington Trust	1,000	-	-	-	1,000
Aviva Community Fund	554	-	-	-	554
Church Urban Fund	14,202	38,700	(33,651)	-	19,251
Co-op Local Community Fund	1,283	-	(1,283)	-	-
DACT Help Us Help	4,444	7,298	(7,302)	-	4,440
DACT Help Us Help – Covid support	1,200	-	-	-	1,200
Forrester Family Trust	-	50,000	(25,000)	-	25,000
Freshgate Foundation	-	2,000	(2,000)	-	-
GMB Asda South Branch	-	1,000	(1,000)	-	-
J G Graves	-	3,000	(3,000)	-	-
Homeless Link	9,261	-	(5,207)	-	4,054
John Lewis Community Investment Fund	-	39,953	(7,246)	-	32,707
LankellyChase Foundation	4,289	-	-	-	4,289
Lloyds TSB Foundation	13,333	-	(13,333)	-	-
NHS Sheffield CCG	-	2,500	(2,500)	-	-
O'Connor	-	8,000	(3,000)	-	5,000
Rise Construction Framework	-	2,000	(2,000)	-	-
Sheffield Chamber of Commerce	1,684	3,248	(4,932)	-	-
Sheffield City Council	11,336	25,581	(27,509)	-	9,408
Sheffield PCT HCP	-	6,000	(6,000)	-	-
Sheffield Town Trust	2,160	-	(2,160)	-	-
Swann Morton	-	3,500	(3,500)	-	-
Talbot Trust	2,120	-	(1,340)	-	780
Tudor Trust	12,112	-	(12,022)	-	90
Total restricted funds	78,978	192,780	(163,985)	-	107,773
Total funds - Group	388,644	883,454	(951,473)	-	320,625
Total funds - Charity	406,385	653,059	(692,901)	-	366,543

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

20 Funds – continued**Prior year:****Unrestricted funds**

Group	Balance at 1 Jan 2021 £	Income £	Expenditure £	Transfer between funds £	Balance at 31 Dec 2021 £
General funds (Charity)	389,851	509,978	(581,094)	8,672	327,407
Subsidiary - Archer Project Enterprises Ltd	25,984	118,701	(162,426)	-	(17,741)
Total unrestricted funds	415,835	628,679	(743,520)	8,672	309,666

Restricted funds

Group and Charity	Balance at 1 Jan 2021 £	Income £	Expenditure £	Transfer between funds £	Balance at 31 Dec 2021 £
Austin & Hope Pilkington Trust	-	1,000	-	-	1,000
Avila Properties	-	1,083	(1,083)	-	-
Aviva Community Fund	2,064	-	(1,510)	-	554
B&Q Foundation	-	5,000	(5,000)	-	-
Beatrice Laing Trust	2,519	-	(2,519)	-	-
Big Lottery – Changing Lives	9,215	-	(9,215)	-	-
Church Urban Fund	9,377	35,590	(28,137)	(2,628)	14,202
Co-op Local Community Fund	3,546	-	(2,263)	-	1,283
DACT Help Us Help	4,036	2,300	(1,892)	-	4,444
DACT Help Us Help – Covid support	700	500	-	-	1,200
Evan Cornish Foundation	6,097	-	(6,097)	-	-
Homeless Link	17,527	-	(8,266)	-	9,261
Homeless Link – Cold Weather Fund	-	16,967	(16,967)	-	-
LankellyChase Foundation	4,289	-	-	-	4,289
Leeds Building Society Foundation	-	1,000	-	(1,000)	-
Lloyds TSB Foundation	13,333	20,000	(20,000)	-	13,333
Metro Finance	4,126	-	-	(4,126)	-
NHS Sheffield CCG	-	2,500	(2,500)	-	-
Sheffield Chamber of Commerce	-	27,645	(25,961)	-	1,684
Sheffield City Council	1,170	41,760	(31,594)	-	11,336
Sheffield PCT HCP	-	6,000	(6,000)	-	-
Sheffield Town Trust	2,160	-	-	-	2,160
SY Violence Reduction Fund	511	(511)	-	-	-
Talbot Trust	-	4,600	(2,480)	-	2,120
Tudor Trust	9,848	34,000	(30,818)	(918)	12,112
Total restricted funds	90,518	199,434	(202,302)	(8,672)	78,978
Total funds - Group	506,353	828,113	(945,822)	-	388,644
Total funds - Charity	480,309	709,412	(783,337)	-	406,384

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

20 Funds – continued

The purpose of restricted funds are:

- **Albert Gubay Foundation** – supporting engagement provision in 2023
- **Austin & Hope Pilkington Trust** – funding for translation services
- **Aviva Community Fund** – funding towards wellbeing of Just Works participants
- **Church Urban Fund** – grant for 3 year project providing personalized stability support
- **Co-op Local Community Fund** – funding towards wellbeing of Just Works participants
- **DACT Help Us Help** – support for Help Us Help project including Covid funding
- **Forrester Family Trust** – grant towards management of social enterprise activities
- **Freshgate Foundation** – grant towards food provision
- **GMB Asda South Branch** – grant towards food provision
- **JG Graves** – support for kitchen staff
- **Homeless Link** – funding for interest charged on Homeless Link loan
- **John Lewis Community Investment Fund** – to support the peer mentor scheme
- **LankellyChase Foundation** – a grant towards the Breakthrough Project.
- **Lloyds TSB Foundation** – a grant towards project costs
- **NHS Sheffield CCG** - to provide information on and the opportunity for people who are homeless to receive covid vaccinations
- **O'Connor** - to support the peer mentor scheme
- **Rise Construction Framework** – grant towards food provision
- **Sheffield Chamber of Commerce** – funding for Kickstart employment scheme
- **Sheffield City Council** – Covid support towards continued delivery during the pandemic
- **Sheffield PCT HCP** – a grant towards the cost of a project worker and activity incentives.
- **Sheffield Town Trust** – funding for CAP and partners to support individuals during Covid
- **Swann Morton Foundation** – a grant towards the operation of medical facilities
- **Talbot Trust** – grant towards counselling for Just Works participants
- **Tudor Trust** – funding towards women's support, and a further grant given to provide or improve welfare provision for the Archer Project staff team

Transfers between funds

In the prior year a transfer was made from restricted funds to unrestricted for the net book value of restricted tangible fixed assets where the conditions of the funding has been fulfilled, and the assets are used for the general objectives of the charity.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

21 Analysis of assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Current year			
Intangible fixed assets	4,706	-	4,706
Tangible fixed assets	27,595	-	27,595
Current assets	328,556	107,773	436,329
Creditors: amounts falling due within one year	(148,005)	-	(148,005)
	<u>212,852</u>	<u>107,773</u>	<u>320,625</u>
	Unrestricted funds £	Restricted funds £	Total £
Prior year			
Intangible fixed assets	6,695	-	6,695
Tangible fixed assets	23,355	-	23,355
Current assets	433,867	78,978	512,845
Creditors: amounts falling due within one year	(111,027)	-	(111,027)
Creditors: amounts falling due after one year	(43,224)	-	(43,224)
	<u>309,666</u>	<u>78,978</u>	<u>388,644</u>

22 Commitments under operating leases

At 31 December 2022 the company had future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Land and buildings		
Less than one year	-	49,801
Later than one and not later than five years	-	4,539
Greater than five years	-	-
	<u>-</u>	<u>54,340</u>

23 Property commitment to Sheffield Cathedral

The CAP is housed in the Cathedral Resources Centre which is rented from Sheffield Cathedral. An operating lease was agreed in 2017, which expired in November 2022. The annual rent paid was £37,500 (2021: £37,500). A new lease was signed post year end in August 2023.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

24 Related party transactions

During the year, trustees and key management personnel donations totalling £5,694 (2021: £7,278).

P Renshaw, son of Chief Executive Officer T Renshaw, was employed by the charity during the year. Remuneration paid in the year was £959 (2021: £18,802).

During the year The Cathedral Archer Project Limited made grants totalling £66,250 to its subsidiary Archer Project Enterprises Limited to support the work in line with the charitable objectives of the charity.

The Cathedral Archer Project Limited also made charges to its subsidiary Archer Project Enterprises Limited of £8,000 for rent and other costs (2021: £9,161). There were no charges for payroll (2021: £117,053).

Archer Project Enterprises Limited charged The Cathedral Archer Project Limited £15,427 for services (2021: nil).

£75,000 was paid from Archer Project Enterprises Limited to the Cathedral Archer Project Limited during the year for repayment of loan balances (2021: nil).

The loan balance at 31 December 2022 was £155,090 (2021: £271,535).

At the year end a provision has been made for £45,918 in the Cathedral Archer Project Limited company accounts relating to the net liabilities of Archer Project Enterprises (2021: £17,740).

Cathedral Archer Project

Nicola Adams ACA DChA
BHP, Chartered Accountants
2 Rutland Park
SHEFFIELD
S10 2PD

Dear Ms Adams

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charitable company's financial statements for the year ended 31 December 2022. These enquiries have included inspection of supporting documentation where appropriate. All representations are made to the best of our knowledge and belief.

General

- 1 We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
- 2 We confirm that the charitable company qualifies as small in accordance with the conditions set out in chapter 1 of part 15 of the Companies Act 2006.
- 3 We confirm that the charitable company was entitled to exemption under section 144 of the Charities Act 2011 the requirement to have its financial statements for the financial year ended 31 December 2022 audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Companies Act 2006.
- 4 We have fulfilled our responsibilities as directors as set out in the terms of your engagement letter, under the Companies Act 2006 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
- 5 All the transactions undertaken by the charitable company have been properly reflected and recorded in the accounting records.
- 6 All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charitable company, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.

7 The financial statements are free of material misstatements, including omissions.

Assets and liabilities

8 The charitable company has satisfactory title to all assets and there are no liens or encumbrances on the charitable company's assets, except for those that are disclosed in the notes to the financial statements.

9 All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.

10 We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

11 Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Loans and arrangements

12 The charitable company has not granted any advances or credits to, or made guarantees on behalf of, directors other than those disclosed in the financial statements.

Legal claims

13 We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

Laws and regulations

14 We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

15 Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Subsequent events

16 All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

- 17 We believe that the charitable company's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charitable company's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charitable company's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

- 18 All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully

Neil Riley
Neil Riley (Sep 26, 2023 15:22 GMT+1)

.....
Signed on behalf of the board of directors

Date: Sep 26, 2023










CAP Accounts 2022 accounts for signing

Final Audit Report

2023-09-26

Created:	2023-09-25
By:	Michelle Gaze (michelle.gaze@bhp.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAA3XbaVsnvim-HlghyrgFuNBOWZ9702En

"CAP Accounts 2022 accounts for signing" History

-  Document created by Michelle Gaze (michelle.gaze@bhp.co.uk)
2023-09-25 - 3:37:42 PM GMT- IP address: 81.23.52.242
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2023-09-26 - 2:20:04 PM GMT- IP address: 95.151.183.64
-  Signer neilriley.16@gmail.com entered name at signing as Neil Riley
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-  Document e-signed by Neil Riley (neilriley.16@gmail.com)
Signature Date: 2023-09-26 - 2:22:28 PM GMT - Time Source: server- IP address: 95.151.183.64
-  Document emailed to Nicola Adams (nicola.adams@bhp.co.uk) for signature
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-  Document e-signed by Nicola Adams (nicola.adams@bhp.co.uk)
Signature Date: 2023-09-26 - 2:53:49 PM GMT - Time Source: server- IP address: 82.132.236.134
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