

**Charity Registration Number: 1064818**

**Company Registration Number: 03188162 (England and Wales)**

**THE CATHEDRAL ARCHER PROJECT  
LIMITED**

**REPORTS AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2023**

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LEGAL AND ADMINISTRATIVE INFORMATION

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**Directors / Trustees**

Ian Brownlee	Resigned 25 May 2023
Stephen Kober	
Howard Neil Riley	Resigned 30 November 2023
Surriya Falconer	
Karl Dalgleish	
Richard Taylor	
Daniel Brookman	Resigned 28 March 2024
Frances Joel	
Kevin Rhone	
John Roberts	
Charlotte Shepherd	
Lawrence Swycher	Appointed 16 October 2023
Anne Kerslake	Appointed 30 May 2024

**Chief Executive Officer**

Tim Renshaw

**Registered Office**

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

**Auditors**

BHP LLP  
One Waterside Place  
Basin Square  
Brimington Road  
Chesterfield  
S41 7FH

**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

**TRUSTEES' ANNUAL REPORT**

***FOR THE YEAR ENDED 31 DECEMBER 2023***

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The Trustees and Directors present their report and the audited financial statements of the charity for the year ended 31 December 2023. 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 "The 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.

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 Ltd to manage the day-to-day responsibilities of its wholly owned subsidiary.

## **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 2023 we worked alongside health professionals, mental health professionals, housing providers, probation officers, drug and alcohol treatment services, outreach services and teams who, like us, work to bring all those specialisms together to help one person at a time to change their life.



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Working with other professional services helps to improve our work. For example, working with the mental health team (HAST) to provide tailored mental health support for people who are rough sleeping. This cooperation and collaboration brings a variety of specialist services into the project working alongside our team.

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.

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 2023 we maintained a shop in Orchard Square to sell goods produced in our Printed By Us social enterprise. Our Peer Mentoring Programme continued for the first part of the year. It then stalled and we reviewed its development. It restarted early in 2024. Both of the initial peer mentors we employed moved on to paid employment. 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, but 2023 was a year of slow progress as we navigated the difficulties of recruiting a Capital Fundraiser, failing to appoint the first time and losing a key member of our fund-raising team towards the end of 2023. Better progress has been made in early 2024. Current work is being carried out to advance planning to RIBA Stage 4 and enact the fund-raising plan.

### **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 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 update a skills audit 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 highly prized skills have made their desire to be considered as a trustee known to the Board of Trustees.

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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 project's 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.

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 2023 these were:

- Finance Committee
- Human Resources and Operational Policy Committee
- Fundraising Committee
- Re-building Committee
- Accommodation Task and Finish Group (In abeyance)

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.

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.

Additionally, the Trustees use Archer Project Enterprises Ltd, first established in 2012 before a period of dormancy, to provide governance of its social enterprise activity. The Archer Project Enterprises Ltd (APE) board of directors meets six times per year to consider the outcome of helping people move into employment and the structural and financial management of its social enterprises. The Chair of the A.P.E. board and the Managing Director of APE attend two meetings of the Archer Project Board each year to discuss its performance and development.

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In 2023 the Trustees focused on

- strengthening the APE Board,
- the wellbeing of its staff by
  - starting a review of remuneration (salary levels and pension contributions) among other measures to provide support to employees
  - considering the volunteer system
- the structure of its Engagement stream
- the increasing demand for basic services as homelessness figures rose in Sheffield
- upgrading IT to improve work streams and deliver efficiencies.

### **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:

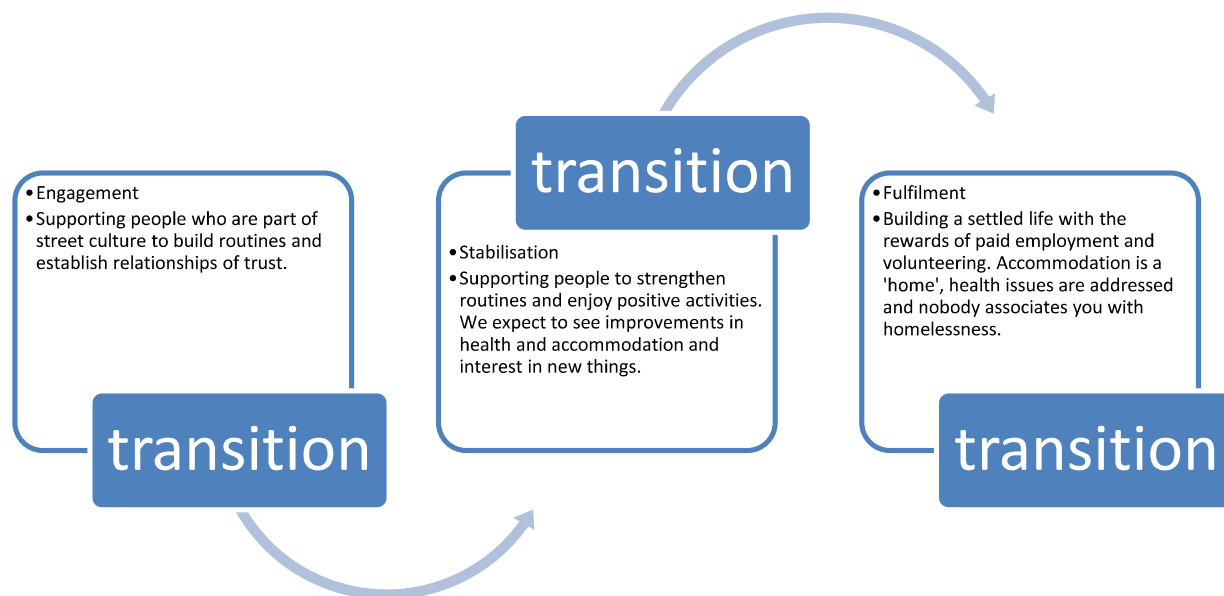
- Having a positive effect on individuals as they take small steps towards a huge change and are supported to move away from street activity and instead experience a life they find more satisfying.
- Making a positive contribution to 'place' and the city centre environment. In 2023 homeless data showed that homelessness and rough sleeping were increasing. This is bound to have a detrimental impact on the city centre and other parts of the city. The Archer Project works with other organisations in Sheffield to address the issues in the city centre related to rough sleeping. To this end it is proactive about the space even when rising numbers gives the appearance that little is being done to support city centre residents, employees and other communities, including people who are homeless. Part of this, we believe, is 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.
- Working in a multiagency and strategic way to promote services for homeless people. The Archer Project participates in different forums to help the cross-agency relations that influence and form strategy and service delivery. It participates in forums addressing rough sleeping, access to health services, recovery capital; and it serves on committees within the Changing Futures Programme, SYMCA homeless working group, and Homewards Sheffield.

- 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, 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.

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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 frequently attending their appointments, participating in activities and/or volunteering, all of which provide mental stimulation and a sense of purpose. Through further developing a trusting relationship, we can work collaboratively to establish actions plans to overcome an individual's worries, build on the good things in life and aim to fulfil aspirations. We pride ourselves on employing people with lived experience who can directly relate to the myriad of issues, barriers and struggles an individual faces during their recovery and journey as they are role models of how changes in live are possible and worthwhile.

'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.

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During 2023 we worked with or consulted with more than 35 agencies, programmes or public bodies to do our work supporting people who are homeless.

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

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 Ltd is a wholly owned trading subsidiary of the Cathedral Archer Project Limited.

We use APE as a vehicle through which we create social enterprises. The principal aim of our Social Enterprise activity is to provide sustainable supported employment and professional development opportunities to both people with a history of homelessness and those who have overcome similar adversities.

We are a 'Real Living Wage' accredited employer.

Our enterprises are:

**Printed By Us ([www.printedbyus.org](http://www.printedbyus.org)).**

We create and sell premium quality screen printed products including artwork and a range of organic clothing. Sustainable values are embedded through our supply chain. We commission designs from creatives which are then printed by us.

We sell our products through our online shop and our retail unit in Sheffield. We also offer a custom printing service and facilitate screen printing workshops out of our city centre base. Supported employment opportunities are offered in printing, selling, processing orders, marketing, and maintenance.

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

**Just Clean**

We deliver commercial cleaning services at various clients in Sheffield exclusively through supported employment.

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**Future Plans**

In 2024 the Archer Project's priorities will be:

1. The rebuild project will achieve Stage 4 RIBA and work with trust funds will be progressed.
2. Appoint a dedicated fundraiser to the capital project.
3. Our fundraising plan will deliver increased levels of unrestricted reserves to achieve greater sustainability.
4. We will explore digital technology to further improve efficiencies and expand our service offer.
5. We will complete the remuneration review and implement changes to set minimum salaries and increase future incomes with higher pension contributions.
6. We will take further measures to improve the culture of staff well-being and safe operations.
7. The Peer Mentor Programme will be further developed.
8. We will further develop our volunteer processes to improve the satisfaction that volunteering gives to those who take part.
9. The Board of Trustees will produce an ambitious 3-year co-designed vision and strategy.
10. Archer Project Enterprises will be supported to grow its sales income to achieve greater sustainability and deliver more employment opportunities for people leaving homelessness.
11. Strategic relationships will be nurtured, and our work will be widely recognised for its compassion and expertise.

**Financial Review**

In 2023 the Archer Project increased its year end unrestricted reserves to £427,192 compared to £212,852 (2022). This was achieved through increased unrestricted donation, legacy and grant income. The charity didn't meet its planned restricted grant income and, as a result, revised its planned expenditure in mitigation.

There are a number of reasons for the increased unrestricted income but of particular note was the social media and marketing activity highlighting the work of the Archer Project. High profile events including our exhibition, "Wish You Were Here" supported by The Black Eye Project and the book launch of "14 Nights" are important in our fundraising work. (See <https://www.bbc.co.uk/news/uk-england-south-yorkshire-66754460>; <https://www.archerproject.org.uk/news/14-nights-book-preorder>). In addition closing unrestricted reserves include designated funds of £42,695 being unspent insurance claim proceeds (out of a total of £77,695 received in the year) which will be spent on the capital project to refurbish the building. The insurance claim arose following the arson attack in May 2020.

**Risk factors**

1. The economic crisis (2022 and ongoing) 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.
  - b. 80% of households are reported to face greater increases in costs than increases in income. 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. A reduction in inflation is predicted and there is more hope of fiscal control, however, world events impacting inflation remain significant.

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2. High levels of homelessness, both people in temporary accommodation and rough sleeping, have increased both the visibility of homelessness and the number of people attending the project. Both present risks.
  - a. The visibility of homelessness is frequently related to anti-social behaviour (ASB) in the city centre. The rise in incidents of ASB is real and is being addressed by city centre officers and South Yorkshire Police. It has led to more demand for a PSPO (Public Space Protection Order) in the city centre. It represents negative publicity about people who are homeless and the services who work with them instead of a recognition of the failure of social policy to reduce the numbers of people becoming homeless. The Archer Project Team and other professionals report a sense of increased aggression and frustrations within the rough sleeping communities.
  - b. Daily attendance, breakfasts and figures have increased. The increase puts pressure on finances and staff wellbeing. The latter is particularly at risk with the sense of heightened frustration and aggression.
3. Following the arson attack in May 2020, the Archer Project has invested in redesigning its centre to deliver better outcomes for people who have experienced homelessness. 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 saving 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 sustainable basis. To mitigate this, the governance of APE by a separate board focuses on financial management as well as achieving outcomes. The funding team works to identify grants related to employment and social enterprises to provide specific support for the programme.



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**Financial Position**

During 2023 the Archer Project group reported a surplus of £216,050 (2022: deficit £68,019). Within this, restricted funds increased by £1,710 (2022: increase of £28,795) and unrestricted reserves increased by £214,340 (2022: decrease of £96,814). Total reserves at the end of 2023 are £536,675 (2022: £320,625) with unrestricted reserves of £427,192 (2022: £212,852) 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 designated or invested in 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 that a range of three to six months' total costs in the budget for the following financial year, currently amounting to £260,000 to £520,000, should be held. At £350,711 the level of free reserves at 31 December 2023 is within this target range. 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. This reserves policy will be reviewed at least annually.

**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 2025;
- Patterns of donations and the planned fundraising events to attract support for the project in 2025;
- A plan of expenditure to keep costs within budget limits through to December 2025;
- Detailed forecasts of income and expenditure through to December 2025; and
- Cash flow forecasts to December 2025

Taking all these matters into account we consider that it is appropriate to hold reserves within 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 **24.07.2024** and signed on their behalf by:



Surriya Falconer  
Trustee

## **Opinion**

We have audited the financial statements of The Cathedral Archer Project Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 December 2023 which comprise the group statement of financial activities, the group and the parent charitable company balance sheet, the group cash flow statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 December 2023, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group and parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## **Other information**

The other information comprises the information included in the Trustees' Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report which includes the directors' report prepared for the purposes of company law for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement (set out on page 12) the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

### Auditor responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the senior statutory auditor ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the group and parent entity through discussions with those responsible for compliance, and from our knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the group and parent entity, including Charities Act 2011, Companies Act 2006, safeguarding legislation, health and safety requirements including fire safety and data protection laws;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and reviewing legal expenses; and
- we ensured identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the group and parent entity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standardsand-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilitiesfor-audit.aspx>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Signer ID: CZYRUVFAHR...

#### **Nicola Adams (Senior Statutory Auditor)**

For and on behalf of BHP LLP, Statutory Auditor

One Waterside Place

Basin Square

Brimington Road

Chesterfield

S41 7FH

Date: 16/08/2024 GMT

THE CATHEDRAL ARCHER PROJECT LIMITED

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating an Income and Expenditure Account)**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b><u>Income from:</u></b>					
Donations and legacies	3	753,774	197,865	951,639	721,640
Charitable activities	4	11,376	-	11,376	3,494
Other trading activities	5	100,564	-	100,564	148,893
Investments	6	3,334	-	3,334	187
Other income	7	77,695	-	77,695	9,240
<b>Total income</b>		<b>946,743</b>	<b>197,865</b>	<b>1,144,608</b>	<b>883,454</b>
<b><u>Expenditure on:</u></b>					
Raising funds	8	191,337	-	191,337	138,618
Charitable activities	9	340,386	185,258	525,644	554,283
Other trading activities	11	211,577	-	211,577	258,572
<b>Total expenditure</b>		<b>743,300</b>	<b>185,258</b>	<b>928,558</b>	<b>951,473</b>
<b>Net income/(expenditure) for the year</b>		<b>203,443</b>	<b>12,607</b>	<b>216,050</b>	<b>(68,019)</b>
Transfers between funds	19	10,897	(10,897)	-	-
<b>Net movement in funds</b>		<b>214,340</b>	<b>1,710</b>	<b>216,050</b>	<b>(68,019)</b>
<b>Reconciliation of funds:</b>					
<b>Funds brought forward at 1 January</b>		<b>212,852</b>	<b>107,773</b>	<b>320,625</b>	<b>388,644</b>
<b>Funds carried forward at 31 December</b>		<b>427,192</b>	<b>109,483</b>	<b>536,675</b>	<b>320,625</b>

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 2023

	Notes	GROUP		CHARITY	
		2023 £	2022 £	2023 £	2022 £
<b>Fixed assets</b>					
Intangible assets	14	2,717	4,706	1,600	2,400
Tangible assets	15	31,069	27,595	23,495	18,648
Investments	16	-	-	1	1
		<u>33,786</u>	<u>32,301</u>	<u>25,096</u>	<u>21,049</u>
<b>Current assets</b>					
Stock		55,316	52,596	-	-
Debtors	17	42,353	165,185	110,367	238,673
Cash at bank and in hand		<u>482,775</u>	<u>218,548</u>	<u>452,806</u>	<u>178,666</u>
		<u>580,444</u>	<u>436,329</u>	<u>563,173</u>	<u>417,339</u>
<b>Creditors: amounts falling due within one year</b>	18	<u>(77,555)</u>	<u>(148,005)</u>	<u>(51,594)</u>	<u>(117,763)</u>
<b>Net current assets</b>		<u>502,889</u>	<u>288,324</u>	<u>511,579</u>	<u>299,576</u>
<b>Total assets less current liabilities</b>		<u>536,675</u>	<u>320,625</u>	<u>536,675</u>	<u>320,625</u>
<b>Net assets</b>	20	<u>536,675</u>	<u>320,625</u>	<u>536,675</u>	<u>320,625</u>
<b>Funds</b>					
Unrestricted funds - designated	19	42,695	-	42,695	-
Unrestricted funds - general	19	<u>384,497</u>	<u>212,852</u>	<u>384,497</u>	<u>212,852</u>
Unrestricted funds - total		<u>427,192</u>	<u>212,852</u>	<u>427,192</u>	<u>212,852</u>
Restricted funds	19	<u>109,483</u>	<u>107,773</u>	<u>109,483</u>	<u>107,773</u>
<b>Total funds</b>		<u>536,675</u>	<u>320,625</u>	<u>536,675</u>	<u>320,625</u>

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 17 to 37 were approved by the Board on **24.07.2024** and were signed on its behalf by:



Surriya Falconer  
Trustee

Company Registration Number: 03188162



THE CATHEDRAL ARCHER PROJECT LIMITED

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2023

	2023 £	2022 £
Net cash generated/(used) by operating activities <i>See below</i>	319,037	(135,503)
<b>Cash flow from investing activities</b>		
Interest income	3,334	187
Purchase of tangible fixed assets	(12,160)	(11,550)
<b>Cash used in investing activities</b>	(8,826)	(11,363)
<b>Cash flow from financing activities</b>		
Loan repayments	(43,224)	(39,918)
Loan interest payable	(2,760)	(5,207)
<b>Cash used in financing activities</b>	(45,984)	(45,125)
Increase/(decrease) in cash and cash equivalents in the year	264,227	(191,991)
Cash and cash equivalents at the beginning of the year	218,548	410,539
<b>Cash and cash equivalents at the end of the year</b>	<b>482,775</b>	<b>218,548</b>

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

	2023 £	2022 £
Net income/(expenditure) for the year	216,050	(68,019)
Add back depreciation charge	8,686	7,310
Add back amortisation charge	1,989	1,989
Deduct interest income shown in investing activities	(3,334)	(187)
Add interest payable shown in financing activities	2,760	5,207
Increase in stock	(2,720)	1,116
Decrease/(increase) in debtors	122,832	(116,591)
(Decrease)/increase in creditors	(27,226)	33,672
<b>Net cash flow generated/(used) by operating activities</b>	<b>319,037</b>	<b>(135,503)</b>

Analysis of changes in net debt

	At 1 Jan 2023 £	Cashflows £	Transfer £	At 31 Dec 2023 £
Cash at bank and in hand	218,548	264,227	-	482,775
Debt due within 1 year	(43,224)	43,224	-	-
	175,324	307,451	-	482,775

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**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.

**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 £216,050 (2022: (£68,019)).

**1.3 Going concern**

The charitable group has made a surplus in the year of £216,050. Free reserves at 31 December 2023 are £350,711 and above the minimum target level of £260,000.

The trustees have prepared forecasts of income and expenditure for the period to 31 December 2025 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 some 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 2023**

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**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.

**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 2023**

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**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 pension 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.

Designated unrestricted funds are funds set aside by the Trustees, out of general unrestricted funds, for specific purposes.

General 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 2023**

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**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.

**2 Net income/(expenditure) for the year**

This is stated after charging:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Auditor's remuneration:		
- audit	11,244	-
- other services	1,260	-
Independent examiner fee	-	7,368
Depreciation of tangible assets	8,686	7,310
Depreciation of intangible assets	1,989	1,989
Operating lease expenses	4,539	18,157
Cathedral Resources Centre rent	37,500	37,500
	<hr/>	<hr/>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**3 Donations and legacies**

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
29 <sup>th</sup> May 1961 Trust	5,000	-	5,000	-
AES Seal Ltd	15,000	-	15,000	-
Albert Gubay Foundation	-	22,400	22,400	-
Harry Bottom Trust	-	5,000	5,000	-
Liz & Terry Bramall Foundation	-	-	-	10,000
Church Urban Fund	-	24,483	24,483	38,700
Cutlers' Company Charitable Trust	1,500	-	1,500	1,000
DACT Help Us Help	-	5,640	5,640	7,298
Dunn Family Charitable Trust	12,669	-	12,669	3,750
Dan McAllister Foundation	-	-	-	4,747
Facey Family Foundation	2,000	-	2,000	2,000
Family Action Fund	-	520	520	-
Forrester Family Trust	-	25,000	25,000	50,000
Freshgate Foundation	-	-	-	2,000
Garfield Weston Foundation	35,000	-	35,000	-
Paul Grant Charitable Trust	5,000	-	5,000	3,000
J G Graves	-	-	-	3,000
GMB Asda South Branch	-	-	-	1,000
Greggs Foundation	20,000	-	20,000	-
Hedley Foundation	-	1,000	1,000	-
Homes by Honey Limited	10,000	-	10,000	4,000
John Lewis Community Investment Fund	-	-	-	39,953
Metro Finance	4,800	-	4,800	4,800
NHS Sheffield CCG	-	5,000	5,000	2,500
NHS SYIB	-	22,500	22,500	-
James Neill Trust Fund	3,000	-	3,000	-
O'Connor	-	5,000	5,000	8,000
Positive Activities Fund	-	8,806	8,806	-
Rise Construction Framework	-	-	-	2,000
Sheffield Ceramic Festival	3,000	-	3,000	-
Sheffield Church Burgesses	8,000	-	8,000	8,000
Sheffield City Council	-	-	-	25,581
Sheffield Forgemasters	-	-	-	2,000
Sheffield General Benevolent	-	-	-	2,500
Sheffield PCT HCP	-	1,500	1,500	6,000
Sheffield Town Trust	4,500	-	4,500	9,000
Spencer Charitable Trust	6,000	-	6,000	-
Swann Morton Foundation	-	3,500	3,500	3,500
Swire Charitable Trust	35,000	-	35,000	-
Tudor Trust	-	41,571	41,571	-
Westfield Foundation	30,000	-	30,000	-
Donations via Aviva – kitchen operations	-	15,843	15,843	-
Donations via Crowdfunder – screen print operations	-	9,352	9,352	-
Legacies	120,484	-	120,484	7,000
Other collections and other donations	432,821	750	433,571	470,311
	<b>753,774</b>	<b>197,865</b>	<b>951,639</b>	<b>721,640</b>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**4 Charitable activities - unrestricted**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Just Works activities	-	2,034
Big Issue rental	<b>1,121</b>	1,322
Other	<b>10,255</b>	138
	<u><b>11,376</b></u>	<u><b>3,494</b></u>

**5 Other trading activities - unrestricted**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Cleaning services	<b>10,947</b>	22,371
Printing operations	<b>78,898</b>	88,933
Goods sold	<b>8,972</b>	1,012
Other	<b>1,747</b>	36,577
	<u><b>100,564</b></u>	<u><b>148,893</b></u>

**6 Investment income - unrestricted**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Interest receivable	<b>3,334</b>	187
	<u><b>3,334</b></u>	<u><b>187</b></u>

**7 Other income - unrestricted**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Insurance claim	77,695	9,240
	<u><b>77,695</b></u>	<u><b>9,240</b></u>

During the year the charity received £77,695 in settlement of an insurance claim following an arson attack on the premises in May 2020. This is to be used towards refurbishment costs and has been transferred to a designated Rebuild fund. £35,000 was spent in the year.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**8 Raising funds**

	Unrestricted Expenditure £	Restricted Expenditure £	2023 Total £	2022 Total £
Staff costs	96,862	-	96,862	70,061
Office costs	75,115	-	75,115	48,275
<b>Direct raising funds</b>	<b>171,977</b>	<b>-</b>	<b>171,977</b>	<b>118,336</b>
Support costs (note 10)	19,360	-	19,360	20,282
<b>Total raising funds</b>	<b>191,337</b>	<b>-</b>	<b>191,337</b>	<b>138,618</b>

**9 Charitable activities**

	Unrestricted Expenditure £	Restricted Expenditure £	2023 Total £	2022 Total £
Staff costs	62,159	118,376	180,535	216,628
Volunteer expenses	8,343	2,704	11,047	13,187
Accommodation costs	53,569	18,250	71,819	73,332
Office costs	10,360	12,508	22,868	25,258
Depreciation	6,813	-	6,813	6,892
Amortisation	800	-	800	800
Food provision	6,164	22,167	28,331	19,607
Client activities and welfare	6,434	11,253	17,687	8,640
Governance costs	30,862	-	30,862	27,687
<b>Direct charitable activities</b>	<b>185,504</b>	<b>185,258</b>	<b>370,762</b>	<b>392,031</b>
Support costs (note 10)	154,882	-	154,882	162,252
<b>Total charitable activities</b>	<b>340,386</b>	<b>185,258</b>	<b>525,644</b>	<b>554,283</b>



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**10 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 £	2023 Total £	2022 Total £
Staff costs	111,946	13,993	125,939	118,188
Office costs	41,740	5,217	46,957	49,351
Professional fees	764	96	860	13,236
Bank charges	432	54	486	1,759
<b>Total support costs</b>	<b>154,882</b>	<b>19,360</b>	<b>174,242</b>	<b>182,534</b>
 Total support costs 2022	 162,252	 20,282	 182,534	

**11 Other trading activities**

Expenditure incurred through other trading activities is wholly unrestricted.

	2023 Total £	2022 Total £
Cleaning services cost of sales	2,402	2,089
Printing operations costs	34,036	53,110
Staff costs	144,611	170,217
Office costs	29,448	30,768
Bank charges	1,080	2,388
	<b>211,577</b>	<b>258,572</b>

**12 Trustees**

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

Staff costs during the year were as follows:

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

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 2023**

**14 Intangible fixed assets**

<b>Charity</b>	<b>Website</b>	<b>Printing</b>	<b>Total</b>
	<b>£</b>	<b>Rights</b>	<b>£</b>
<b>Cost</b>		<b>£</b>	
At 1 January 2023	<b>3,200</b>	-	<b>3,200</b>
Additions	-	-	-
At 31 December 2023	<b>3,200</b>	-	<b>3,200</b>
<b>Amortisation</b>			
At 1 January 2023	<b>800</b>	-	<b>800</b>
Charge for the year	<b>800</b>	-	<b>800</b>
At 31 December 2023	<b>1,600</b>	-	<b>1,600</b>
<b>Net book value</b>			
<b>At 31 December 2023</b>	<b>1,600</b>	-	<b>1,600</b>
At 31 December 2022	2,400	-	2,400

<b>Group</b>	<b>Website</b>	<b>Printing</b>	<b>Total</b>
	<b>£</b>	<b>Rights</b>	<b>£</b>
<b>Cost</b>		<b>£</b>	
At 1 January 2023	<b>5,020</b>	<b>2,500</b>	<b>7,520</b>
Additions	-	-	-
At 31 December 2023	<b>5,020</b>	<b>2,500</b>	<b>7,520</b>
<b>Amortisation</b>			
At 1 January 2023	<b>1,164</b>	<b>1,650</b>	<b>2,814</b>
Charge for the year	<b>1,164</b>	<b>825</b>	<b>1,989</b>
At 31 December 2023	<b>2,328</b>	<b>2,475</b>	<b>4,803</b>
<b>Net book value</b>			
<b>At 31 December 2023</b>	<b>2,692</b>	<b>25</b>	<b>2,717</b>
At 31 December 2022	3,856	850	4,706

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**15 Tangible fixed assets**

<b>Charity</b>	<b>Leasehold Improvements £</b>	<b>Motor Vehicles £</b>	<b>Computer Equipment £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Total £</b>
<b>Cost</b>					
At 1 January 2023	11,563	-	59,877	67,554	138,994
Additions	-	-	3,668	7,992	11,660
At 31 December 2023	11,563	-	63,545	75,546	150,654
<b>Depreciation</b>					
At 1 January 2023	11,563	-	51,719	57,064	120,346
Charge for the year	-	-	3,665	3,148	6,813
At 31 December 2023	11,563	-	55,384	60,212	127,159
<b>Net book value</b>					
At 31 December 2023	-	-	8,161	15,334	23,495
At 31 December 2022	-	-	8,158	10,490	18,648

<b>Group</b>	<b>Leasehold Improvements £</b>	<b>Motor Vehicles £</b>	<b>Computer Equipment £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Total £</b>
<b>Cost</b>					
At 1 January 2023	11,563	3,800	64,400	69,644	149,407
Additions	-	-	3,668	8,492	12,160
At 31 December 2023	11,563	3,800	68,068	78,136	161,567
<b>Depreciation</b>					
At 1 January 2023	11,563	-	51,719	58,530	121,812
Charge for the year	-	760	4,570	3,356	8,686
At 31 December 2023	11,563	760	56,289	61,886	130,498
<b>Net book value</b>					
At 31 December 2023	-	3,040	11,779	16,250	31,069
At 31 December 2022	-	3,800	12,681	11,114	27,595

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**16 Fixed asset investments**

	Group		Charity	
	2023	2022	2023	2022
	£	£	£	£
<b>Unlisted investments</b>				
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>(42,320)</u>	<u>(88,238)</u>

**17 Debtors**

	Group		Charity	
	2023	2022	2023	2022
	£	£	£	£
Trade debtors	6,940	29,903	815	6,671
Amounts owed by subsidiary undertaking	-	-	78,265	109,172
Other debtors	3,764	9,307	734	-
Prepayment and accrued income	31,649	125,975	30,553	122,830
	<u>42,353</u>	<u>165,185</u>	<u>110,367</u>	<u>238,673</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**18 Creditors**

Creditors: amounts falling due within one year

	Group		Charity	
	2023 £	2022 £	2023 £	2022 £
Trade creditors	31,136	53,533	25,501	48,022
Other creditors	33,531	36,349	18,404	19,766
Other taxes and social security	12,888	14,899	7,689	6,751
Loan	-	43,224	-	43,224
	<u>77,555</u>	<u>148,005</u>	<u>51,594</u>	<u>117,763</u>

An unsecured loan of £120,000 was received from HomelessLink in 2021, this was fully repaid in the year. The loan was repayable by instalments as follows:

	2023 £	2022 £
Less than one year	-	43,224
Later than one and not later than five years	-	-
	<u>-</u>	<u>43,224</u>

**19 Funds**

Current year:

Unrestricted funds

Group	Balance at 1 Jan 2023 £	Income £	Expenditure £	Transfers between funds £	Balance at 31 Dec 2023 £
<b>General unrestricted funds</b>					
General funds (Charity)	258,770	770,774	(405,148)	(151,661)	472,735
Subsidiary - Archer Project Enterprises Ltd	(45,918)	91,106	(218,289)	84,863	(88,238)
	<u>212,852</u>	<u>861,880</u>	<u>(623,437)</u>	<u>(66,798)</u>	<u>384,497</u>
<b>Designated funds</b>					
Rebuild	-	-	(35,000)	77,695	42,695
	<u>-</u>	<u>-</u>	<u>(35,000)</u>	<u>77,695</u>	<u>42,695</u>
<b>Total unrestricted funds</b>	<u>212,852</u>	<u>861,880</u>	<u>(658,437)</u>	<u>10,897</u>	<u>427,192</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**19 Funds – continued****Current year - continued:****Restricted funds**

<b>Group and Charity</b>	<b>Balance at 1 Jan 2023 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfer between funds £</b>	<b>Balance at 31 Dec 2023 £</b>
Albert Gubay Foundation	-	22,400	(22,400)	-	-
Austin & Hope Pilkington Trust	1,000	-	-	-	1,000
Aviva Community Fund	554	-	-	-	554
Church Urban Fund	19,251	24,483	(41,202)	(2,532)	-
Community Fund Cost of Living grant	-	-	(21,669)	-	(21,669)
DACT Help Us Help	5,640	5,640	(6,201)	-	5,079
Family Action Fund	-	520	(520)	-	-
Forrester Family Trust	25,000	25,000	(20,825)	-	29,175
Harry Bottom Trust	-	5,000	(1,250)	-	3,750
Hedley Foundation	-	1,000	(1,000)	-	-
Homeless Link	4,054	-	(4,054)	-	-
John Lewis Community Investment Fund	32,707	-	(16,424)	(655)	15,628
LankellyChase Foundation	4,289	-	-	-	4,289
NHS SYICB	-	22,500	-	(5,460)	17,040
NHS Sheffield CCG	-	5,000	(1,836)	-	3,164
O'Connor	5,000	5,000	(612)	-	9,388
Positive Activities Fund	-	8,806	-	-	8,806
Sheffield City Council	9,408	-	-	-	9,408
Sheffield PCT HCP	-	1,500	(1,500)	-	-
Swann Morton	-	3,500	(3,500)	-	-
Talbot Trust	780	-	-	-	780
Tudor Trust	90	41,571	(19,269)	-	22,392
Donations via Aviva					
– kitchen operations	-	15,843	(15,843)	-	-
Donations via Crowdfunding					
– screen print operations	-	9,352	(7,102)	(2,250)	-
Other	-	750	(51)		699
<b>Total restricted funds</b>	<b>107,773</b>	<b>197,865</b>	<b>(185,258)</b>	<b>(10,897)</b>	<b>109,483</b>
<b>Total funds - Group</b>	<b>320,625</b>	<b>1,059,745</b>	<b>(843,695)</b>	<b>-</b>	<b>536,675</b>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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

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

**Restricted funds**

<b>Group and Charity</b>	<b>Balance at 1 Jan 2022 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfer between funds £</b>	<b>Balance at 31 Dec 2022 £</b>
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	5,644	7,298	(7,302)	-	5,640
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
<b>Total restricted funds</b>	<b>78,978</b>	<b>192,780</b>	<b>(163,985)</b>	<b>-</b>	<b>107,773</b>
<b>Total funds - Group</b>	<b>388,644</b>	<b>883,454</b>	<b>(951,473)</b>	<b>-</b>	<b>320,625</b>



NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

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19 Funds – continued

The purposes 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
- **Community Fund Cost of Living Grant** – short term funding to support engagement delivery
- **DACT Help Us Help** – support for Help Us Help project
- **Family Action Fund** – one-off support claims for individuals
- **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** – grant towards the welfare of people who use the project
- **Harry Bottom Trust** – funding towards capital fundraiser post
- **Hedley Foundation** – grant towards volunteer expenses
- **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
- **NHS SYICB** – funding towards refurbishment and running of medical room
- **O'Connor** - to support the peer mentor scheme
- **Positive Activities Fund** – grant to improve outcomes for people in recovery through meaningful activities
- **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** – 2023: 3-year funding for Team Leader for the Stability team, and an award to support staff, volunteer and trustee wellbeing; 2022: funding towards women’s support, and a further grant given to provide or improve welfare provision for the Archer Project staff team
- **Donations via Aviva** – funds raised through the Aviva platform specifically for the kitchen operations.
- **Donations via Crowdfunder** – funds raised via Crowdfunder to support screen print workshop operations

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**19 Funds – continued****Designated funds**

A Rebuild designated fund was created during the year, comprising insurance proceeds received for damage to the Project premises following an arson attack in 2020. These monies are to be used towards the refurbishment of the premises.

**Transfers between funds***Designated funds transfer*

This represents general unrestricted funds allocated to designated funds in the year

*Fixed assets transfer*

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

*Intercompany transfer*

This represents funds transferred to APE to fund its activities which are in accordance with the charity objectives.

**20 Analysis of assets between funds**

	Unrestricted funds £	Restricted funds £	Total £
<b>Current year</b>			
Intangible fixed assets	2,717	-	2,717
Tangible fixed assets	31,069	-	31,069
Current assets	470,961	109,483	580,444
Creditors: Amounts falling due within one year	(77,555)	-	(77,555)
	<u>427,192</u>	<u>109,483</u>	<u>536,675</u>
	Unrestricted funds £	Restricted funds £	Total £
<b>Prior year</b>			
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>

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**21 Commitments under operating leases**

At 31 December 2023 the company had future minimum lease payments under non-cancellable operating leases as follows:

	2023	2022
	£	£
<b>Land and buildings</b>		
Less than one year	<b>37,833</b>	-
Later than one and not later than five years	<b>158,000</b>	-
Greater than five years	<b>464,125</b>	-
	<hr/> <b>659,958</b> <hr/>	<hr/> - <hr/>

The Cathedral Archer Project is housed in the Cathedral Resources Centre which is rented from Sheffield Cathedral. A new lease was signed in October 2023 for 17 years. The annual rent paid was £37,500 (2022: £37,500).

**22 Related party transactions**

During the year, trustees and key management personnel made donations totalling £39,553 (2022: £5,694).

During the year The Cathedral Archer Project Limited made grants totalling £84,863 (2022: £66,250) to its subsidiary Archer Project Enterprises Limited to support the work in line with the charitable objectives of the charity.

In the prior year The Cathedral Archer Project Limited made charges to its subsidiary Archer Project Enterprises Limited of £8,000 for rent and other costs. There were no charges in 2023.

In the prior year, Archer Project Enterprises Limited charged The Cathedral Archer Project Limited £15,427 for services. There were no charges in 2023.

In 2022, £75,000 was paid from Archer Project Enterprises Limited to the Cathedral Archer Project Limited during the year for repayment of loan balances. There were no repayments in 2023.

The loan balance to the subsidiary Archer Project Enterprises Limited at 31 December 2023 was £166,503 owing to the Cathedral Archer Project Limited (2022: £155,090).

At the year end a provision has been made for £88,238 in the Cathedral Archer Project Limited company accounts relating to the net liabilities of Archer Project Enterprises (2022: £45,918).