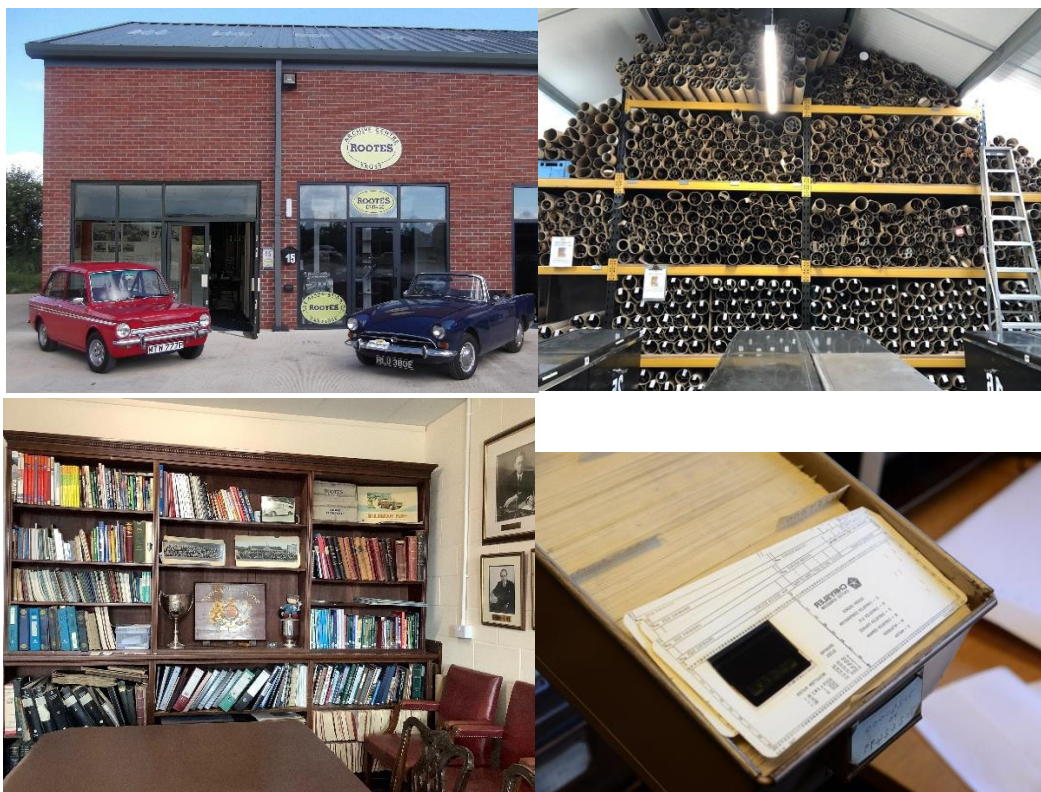


# The Rootes Archive Centre Trust

## Trustees Report & Financial Statements Year Ended 31 December 2021



Registered Charity Number 1108882

[www.rootesarchive.org](http://www.rootesarchive.org)

## **Trustees**

Andy Bye            (Chairman) appointed 3/2/21

James Spencer   (Secretary)

Matt Ollman       (Treasurer)

Roger Plaskett

Nick Harrison

Graham Vickery

Charity Commission

registration number: 1108882

Bankers            Lloyds Bank Salisbury

Auditor            L.D.W. Rowe



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1.1.21 Period start date to 31.12.21 Period end date

Charity name: The Rootes Archive Centre Trust Charity registration number: 1108882

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance education in the subjects of Automotive and Motor Industry history and heritage, by the establishment and maintenance of an archive centre/museum for the preservation and study of archives or other material of historical significance of or connected with the Rootes Group and associated or successor companies. At their discretion, the Trustees may spend all or part of the capital of the Charity in furthering these objectives.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The activities of the Rootes Archive Centre Trust are: Hold, preserve, catalogue, and make available the archives of the Rootes Group engineering department and other archives or material of historical significance, connected with Rootes Group or its associated companies
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants made
Contribution made by volunteers	Para 1.38	During 2021 the volunteer Trustees were assisted by a small group of volunteers who assisted with Cataloguing engineering drawings, identifying documentation and photographs, and promoting the Trust.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In 2021, the Trust paid off all its loans on the new Archive Building and this was achieved 12 months ahead of the planned repayment date. Focus then changed to fundraising to ensure all running costs could be met along with the acquisition of new exhibits.</p> <p>COVID restrictions affected the number of open days and exhibitions the trust could hold or attend, and this had an impact on fundraising. Support but Covid support was received from Cherwell District Council.</p> <p>To maintain regular contact with the Rootes community the Trust continued production of their newsletter called "Rootes Gazette" which is published as an e-book on a bi-monthly basis. This has continued to be well received. Recognising the isolation some people were experiencing during lockdown and to support old Rootes employees and older enthusiasts the circulation was increased to include these non-members.</p> <p>This action was warmly welcomed and has resulted in a high level of engagement from this group</p> <p>During the year the Trust continued to supply technical drawings and Heritage certificates to Rootes car owners, and the number of requests has increased.</p> <p>The Trust in October arranged for 180,000 of their engineering drawings within the drawings archive to be professionally scanned. This means easier accessibility to the drawings but also the ability to safely store copies of them off site thereby eliminating any risk of loss. This work was funded by donations.</p> <p>The trustees have agreed to reserve (ringfence) 5 years of running costs (£20k) within the accounts to ensure the sustainability of the Archive should there be any issues with fundraising in the future thereby allowing time for an action plan to be created to preserve the assets.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	The Trust has succeeded in repaying its building loans 12 months ahead of target.
Investment performance against objectives	Para 1.41	
Other		

**Financial Review**

Review of the charity's financial position at the end of the period	Para 1.21	The charity has had a successful year fund raising and has repaid its loans for the building as well as its running costs.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trust holds 5 years of annual running costs (£25k within its accounts as a contingency fund.
Amount of reserves held	Para 1.22	£25000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties for the charity

**Structure, Governance and Management**

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed

How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees must undertake a period of volunteering to fully understand the operation of the Archive before being considered as a trustee candidate.

## Reference and Administrative details

Charity name	The Rootes Archive Centre Trust
Other name the charity uses	
Registered charity number	1108882
Charity's principal address	15 Apollo Park Ironstone Lane Wroxton Banbury OX15 6AY

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Bye	Chair	Appointed 7 <sup>th</sup> February 2021	
2	Nick Harrison			
3	Matthew Ollman	Treasurer		
4	James Spencer	Secretary		
5	Graham Vickery			
6	Roger Plaskett			
7				

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Nick Harrison		
Matthew Ollman		
James Spencer		
Andrew Bye		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Archive building at Wroxton
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	The activities of the Rootes Archive Centre Trust are: Hold, preserve, catalogue, and make available the archives of the Rootes Group engineering department and other archives or material of historical significance, connected with Rootes Group or its associated companies
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

## Additional information (optional)


### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
<b>Auditor</b>	David Rowe	10 Austen Gardens, Hayling Island. PO11 9FF

## Declarations

The trustees declare that they have approved the trustees' report above.

### Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Andrew Bye	
<b>Position (eg Secretary, Chair, etc)</b>	Chairman & Trustee	
<b>Date</b>	12/10/2022	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
THE ROOTES ARCHIVE CENTRE TRUST

No (if any)  
1108 882

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/01/21

To

Period end date  
31/12/21

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
DONATIONS	2630 -	-	-	2630 -	1831 -
DONATIONS TO BUILDING FUND	21894 -	-	-	21894 -	32095 -
MERCHANDISE	67 -	-	-	67 -	78 -
OTHER INCOME	18715 -	-	-	18715 -	14500 -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	43306 -	0 -	0 -	43306 -	48504 -
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	0 -	0 -	0 -	0 -	0 -
<b>Total receipts</b>	43306 -	0 -	0 -	43306 -	48504 -
<b>A3 Payments</b>					
RATES/OTHER BUILDING COSTS	2696 -	-	-	2696 -	5125 -
OTHER	18091 -	-	-	18091 -	1875 -
LOAN REPAYMENTS	5000 -	-	-	5000 -	20,000 -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	25787 -	0 -	0 -	25787 -	27000 -
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	0 -	0 -	0 -	0 -	0 -
<b>Total payments</b>	25787 -	0 -	0 -	25787 -	27000 -
<b>Net of receipts/(payments)</b>	17519 -	0 -	0 -	17519 -	21504 -
<b>A5 Transfers between funds</b>	0 -	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	40939 -	40939 -
<b>Cash funds this year end</b>	58458 -	0 -	0 -	58458 -	-

## Section B Statement of assets and liabilities at the end of the period

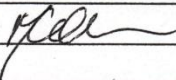
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	CASH AT BANK	57889 -	-	-
	PAYPAL ACCOUNT	569 -	-	-
		-	-	-
	<b>Total cash funds</b>	58458 -	0 -	0 -
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	BUILDING	UNRESTRICTED	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	-		-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



M C OLLMAN

1/10/2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

THE ROOTES ARCHIVE CENTRE TRUST

On accounts for the year  
ended

31<sup>ST</sup> DECEMBER 2021

Charity no  
(if any)

110 8882

Set out on pages

1, 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

L.D.W. ROWE

Date:

1/10/22

Name:

L.D.W. ROWE

Relevant professional  
qualification(s) or body

ASSOCIATE MEMBER  
INSTITUTE OF FINANCIAL ACCOUNTANTS

(if any):

Address:

10 AUSTEN GARDENS

HAYLING ISLAND

PO 11 9FF

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

