



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st July 2021 Period start date To 31st June 2022
Period end date

Charity name: National Needlework Archive

Charity registration number: 1136942

Objectives and Activities

	SORP referenc e	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	One of the principal objectives of the charity is to advance the education of the public in all aspects of textiles and textile heritage in the United Kingdom. It seeks to do this by the collection and maintenance of information and artefacts, the provision of lectures, exhibitions and other educational events, the promotion of research and the dissemination of such research. This continues to be the charity's aim.
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	<p>The NNA maintains a documentary and photographic record of textiles located in the community throughout the United Kingdom. In addition, the archive helps raise the profile and esteem of textiles housed in public, or semi-public places, and those owned by community groups or associations. The NNA continues to highlight the historical, sociological and design value of this vast resource of textile art, with the continued growth of its special collections.</p> <p>In considering our objectives for the year, the NNA has, as always, been mindful of the Charity Commission's guidance on public benefit. The principle of public access has always been important to us. As a national charity, we have a responsibility to ensure that our activities (including exhibitions) are made available across the UK wherever possible, despite the financial burden that the charity's objective of national outreach often imposes. Additionally, the charity is renewing its work towards its application for museum accreditation over the Covid hiatus.</p> <p>The NNA continues to engage with the public in a number of ways, as detailed in the 'Achievements & Performance' section below.</p>

		Following the management committee's decision last year to curtail many of the face-to-face activities based in The Old Chapel Textile Centre, on the grounds of public health considerations, the charity has worked hard this year to re-establish this important part of its remit. One significant, and successful, way in which this was undertaken was to establish a (temporary) High Street presence in the centre of Newbury. This activity is detailed more fully in the 'Achievements & Performance' section below.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are aware of the guidance relating to public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

Contribution made by volunteers	Para 1.38	<p>The charity has, since its inception, relied heavily on the dedication and support of its volunteers. All are part-time, sometimes devoting entire days to the charity's activities, sometimes just a few hours each week.</p> <p>Members of the public who visit our headquarters often comment on the enthusiasm and knowledgeability of our volunteers, who help with all aspects of the charity's work, from book-keeping, giving talks to visitors about our work, recording and cataloguing our recording and conservation projects, taking an active role in our conservation work, and making tea for visitors! We cannot overestimate their value in helping the charity achieve its aims.</p> <p>Following the pandemic, the level of volunteer activity has not reached pre-pandemic levels. Many of our volunteers, perhaps because of their age or health, have continued to restrict their out-of-home pastimes. This has inevitably curtailed many of the charity's activities, as well as the number of volunteers on which we rely.</p>

Achievements and Performance

	SORP reference	
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<p>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.</p>	<p>Para 1.20</p>	<p>Public Education</p> <p>Following the pandemic, we have continued to make greater use of the NNA website and social media - to explain its objectives to the public and to gather and disseminate information. We have been able to offer advice on the care and recording of textiles, and give guidance relating to research issues in the community, to everyone who contacted us.</p> <p>We re-introduced a series of exhibitions, in Newbury and at other UK locations, once circumstances allowed.</p> <p>'The Country Wife'</p> <p>Work on the conservation of this nationally-important textile mural, made for the Festival of Britain in 1951, has resumed in a limited way, being once again able to share our work with the general public. The preservation of such an iconic piece of social history continues to be one of the focal points of the charity's work, attracting visitors from across the UK and overseas.</p> <p>Acquisitions of 'at risk' textiles</p> <p>Whilst the primary purpose of the Archive is to record textiles in the community, it is increasingly finding itself being sought out as 'place of care' for textiles known to have (intrinsic) value, but which for various reasons cannot be kept by their current owners. Examples of such textiles include institutional banners and teaching samples from other organisations and museums. We continue with this work and the conservation of these articles where possible. In addition the NNA was given the textile-related library from the now-closed Women's Institute's Denman College, to add to our own extensive library holdings.</p> <p>Toc H Banners</p> <p>The NNA holds the national collection of Toc H banners, and the country-wide exhibition of a selection of these banners was resumed this year.</p> <p>Workshops</p> <p>The charity undertook online and face-to-face workshop activities which were made available to the public, either for a modest fee or without charge</p> <p>The Green Sewing Shop (GSS)</p> <p>In an effort to take its message to a wider audience, the NNA took the risk of committing itself to a High-Street presence in the centre of Newbury. Setting up these new additional premises entailed a significant effort from volunteers, in addition to the financial and other risks of employing staff. The venture's</p>
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		<p>remit for the GSS was that it would be seen as a different approach to the charity's message of valuing needlework, rather than merely a commercial outlet which facilitated the recycling of textile related items.</p> <p>In addition, with the help of the government's 'Kickstart' scheme, the GSS enabled the NNA to employ a young person, with no previous employment experience, to develop personal skills in interacting with members of the public and develop a personal agenda for the next stage of their post-college life.</p> <p>As we anticipated, this enterprise came to an end once the owner of the premises was able to secure a permanent tenant able to pay a market rent.</p>
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A more complete picture of the charity's financial situation is included in the Company Accounts (attached).
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity has limited financial reserves. We have initiated setting aside modest financial reserves in the event of the charity having to relocate.
Amount of reserves held	Para 1.22	£15000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Fundraising continues to be an activity which, of necessity, makes heavy demands on the Trustees and volunteers. We are continually exploring new avenues for fundraising.</p> <p>The charity took a considerable financial risk in taking on the commitment of a High Street premises. Notwithstanding both the fixed and variable costs associated with this venture, the activity contributed beneficially to our funding</p>
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		<p>during this challenging period.</p> <p>We used the opportunity created by the GSS (see above) to successfully apply for 'Kickstart' funding for a young person employed in the GSS.</p>
A description of the principal risks facing the charity	Para 1.46	<p>All museums are facing difficult times post-pandemic, and recovery is anticipated as being long and slow. The NNA has reorganised some of its activities to reduce expenditure.</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Memorandum and Articles of Association
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	A company limited by guarantee
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	Appointed by existing Trustees

Reference and Administrative details

Charity name	National Needlework Archive
Other name the charity uses	NNA; Old Chapel Textile Centre
Registered charity number	1136942
Charity's principal address	The Old Chapel Textile Centre, Main Street, Greenham Business Park Newbury RG19 6HW

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	Linda Connell	Managing Director		
2	Nigel Connell	Director		
3				

Corporate trustees - names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

N/A		
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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Exemptions from disclosure

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Nigel Connell	
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Full name(s)

Nigel Alan David Connell	
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**Position (eg
Secretary, Chair, etc)**

Trustee and Director	
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Date

12th May 2023

Registration number: 07295246

The National Needlework Archive

Annual Report and Unaudited Financial Statements

for the Year Ended 30 June 2022

Mr Andrew Eagles
Chartered Institute of Management Accountants
Twitchen
Odiham Road
Riseley
Berks
RG7 1SD

The National Needlework Archive

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The National Needlework Archive

Company Information

Directors	Mr Benedict Connell Prof Nigel Connell Mrs Linda Connell
Registered office	5 Bolderwood Road Bassett Southampton Hampshire SO16 7BW
Accountants	Mr Andrew Eagles Chartered Institute of Management Accountants Twitchen Odiham Road Riseley Berks RG7 1SD

**Chartered Accountants' Report to the Board of Directors on the Preparation of the
Unaudited Statutory Accounts of
The National Needlework Archive
for the Year Ended 30 June 2022**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of The National Needlework Archive for the year ended 30 June 2022 as set out on pages 3 to 5 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Chartered Institute of Management Accountants (CIMA) we are subject to its ethical and other professional requirements which are detailed at <http://cimaglobal.com/professional-ethics>.

This report is made solely to the Board of Directors of The National Needlework Archive, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of The National Needlework Archive and state those matters that we have agreed to state to the Board of Directors of The National Needlework Archive, as a body, in this report in accordance with the rules of CIMA, which are detailed at <http://www.cimaglobal.com>.. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The National Needlework Archive and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that The National Needlework Archive has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and loss of The National Needlework Archive. You consider that The National Needlework Archive is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of The National Needlework Archive. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.



.....

Mr Andrew Eagles
Chartered Institute of Management Accountants
Twitchen
Odiham Road
Riseley
Berks
RG7 1SD
28 March 2023

The National Needlework Archive

Profit and Loss Account for the Year Ended 30 June 2022

	2022	2021
	£	£
Turnover	34,482	40,097
Cost of raw materials and consumables	(26,950)	(4,566)
Other charges	<u>(14,768)</u>	<u>(11,738)</u>
(Loss)/profit for the year	<u><u>(7,236)</u></u>	<u><u>23,793</u></u>

The National Needlework Archive

(Registration number: 07295246)

Balance Sheet as at 30 June 2022

	2022	2021
	£	£
Current assets	53,092	61,730
Creditors: Amounts falling due within one year	<u>(9,610)</u>	<u>(11,012)</u>
Total assets less current liabilities	43,482	50,718
Creditors: Amounts falling due after more than one year	<u>(3,000)</u>	<u>(3,000)</u>
	<u>40,482</u>	<u>47,718</u>
Capital and reserves	<u>40,482</u>	<u>47,718</u>

1 General information

The company is a private company limited by share capital, incorporated in England and Wales.

The address of its registered office is:

5 Bolderwood Road

Bassett

Southampton

Hampshire

SO16 7BW

England

These financial statements were authorised for issue by the Board on 28 March 2023.

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with FRS 105 'The Financial Reporting Standard applicable to the Micro-entities Regime'.

2 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 0 (2021 - 0).

For the financial year ending 30 June 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved and authorised by the Board on 28 March 2023 and signed on its behalf by:

The National Needlework Archive

(Registration number: 07295246)

Balance Sheet as at 30 June 2022

.....
Prof Nigel Connell
Director

The National Needlework Archive

Detailed Profit and Loss Account for the Year Ended 30 June 2022

	2022 £	2021 £
turnover (analysed below)	34,482	40,097
Cost of sales (analysed below)	<u>(26,950)</u>	<u>(4,566)</u>
Gross profit	<u>7,532</u>	<u>35,531</u>
Gross profit (%)	21.84%	88.61%
Administrative expenses		
Establishment costs (analysed below)	(9,078)	(6,749)
General administrative expenses (analysed below)	<u>(5,690)</u>	<u>(4,989)</u>
	<u>(14,768)</u>	<u>(11,738)</u>
Operating (loss)/profit	<u>(7,236)</u>	<u>23,793</u>
(Loss)/profit before tax	<u><u>(7,236)</u></u>	<u><u>23,793</u></u>

This page does not form part of the statutory financial statements.

The National Needlework Archive

Detailed Profit and Loss Account for the Year Ended 30 June 2022

	2022 £	2021 £
Turnover		
Donations	1,006	794
Educational Activities	474	-
Admissions, space hire, sale of donated items	27,143	4,937
Grants and subsidies	5,859	34,366
	<u>34,482</u>	<u>40,097</u>
Cost of sales		
Materials	(4,919)	(226)
Speakers & Exhibitions	(778)	(389)
Subcontract cost	(21,253)	(3,951)
	<u>(26,950)</u>	<u>(4,566)</u>
Establishment costs		
Rent and rates	(6,362)	(5,199)
Light, heat and power	(1,604)	(633)
Insurance	(1,112)	(917)
	<u>(9,078)</u>	<u>(6,749)</u>
General administrative expenses		
Repairs and renewals	(1,927)	(268)
Telephone and fax	(696)	(465)
Computer software and maintenance costs	(65)	(2,810)
Printing, postage and stationery	(241)	(39)
Sundry expenses	(1,998)	(916)
Travel and subsistence	(367)	(107)
Accountancy fees	(396)	(384)
	<u>(5,690)</u>	<u>(4,989)</u>

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