



Arch-Way Project Management report 2020-2021

Towards the end of March, we closed our doors to further prevent the spread of COVID-19 and help our country establish a faster recovery.

Although it was tough, we had no choice but to close our doors to help our country establish a faster recovery from the pandemic.

We started thinking of ways to keep in contact with our most vulnerable guest, therefore, we applied for funding in April to supply our members of staff with mobile phones which allowed staff to make weekly phone calls to help our most vulnerable attendees to still feel connected and less isolated.

We started to think of the long-term effects of the pandemic on our attendees and applied for funds to employ three new members of staff – to help better deal with the after-effects of the pandemic.

We also received funding to supply a boredom-busting care package to our attendees (those who supplied us with their address). This was to ensure our attendees felt remembered and cared for.

Our main aim was to ensure our guests did not feel as though they were forgotten, so we applied for funding to supply mobile tablets to those who wanted one so that they could keep in contact with one another as well as

attend online support groups and our weekly writing group which was held via zoom.

The tablets were delivered over the course of three weeks and at a social distance to ensure both our attendees and staff were safe.



At the end of July, we prepared for reopening our doors due to the easing of lockdown. Unfortunately, this was unable to go forward due to government restrictions – we were due to reopen in August.

Although we couldn't reopen, we received funding i.e. for the new members of staff and went forward with shortlisting and the interviews.

Plans for Huddersfield University to interview our guests went forwards. The study was to highlight the support systems in the area and how people received support during the lockdown. The study showed that those who attended Arch-Way Project services and received regular phone calls and other services from us during the lockdown fared in their mental wellbeing than those who did not receive our support. This study was carried out by PHD students and will be written up as a formal study which we can use for evidence towards contracted work which will ensure sustainability for the future of the Arch-Way Project.

Guidance from the council allowed us to reopen for 4 hours over the course of two days per week which allowed us to reopen two of our groups – the creative writing group and art group. We were allowed a limit of 15 people in the building at one time – which helped over 50% of our most vulnerable attendees receive some form of normality to return.

For the next six months we kept running these limited services which was very beneficial to those who attended, reducing isolation and loneliness as well as providing an outlet for creativity.

Christmas Party:

We hosted a Christmas party on the 18th December which is the day we closed – up until January 2021.

We provided food and drink and a few games – of course following social-distancing measures. This gave the attendees a sense of connection and allowed a little normality to return into their lives. A lot of our attendees live alone – so when we were able to provide the small party/get together – it was very well received.

Arch-Way Project
Income and Expenditure Account 31st March 2021

<u>Income</u>	31st March 2021	31st March 2020	<u>Expenditure</u>	31st March 2021	31st March 2020
Venue Hire	650	1253	Stock	1,389	2,023
			Materials		3,109
Grants			Food Costs	318	1,742
Calderdale MBC		2359	Wages	57,465	56,983
Rates Grant	10000		Other Labour	1,440	3,229
Community Foundation	810		Casual Wages	20,350	25,200
Main Grants	81824	154699	Staff Pension Cost	838	414
Bulldog TST	4190		Staff Expenses	40	447
Halifax Opportunities		496	Staff Training	1,056	
Suez		15749	Rent	7,000	6,833
Barchester Health		1000	Light & Heat	2,507	5,350
Neighbourly	2500	5000	Cleaning	511	681
Edward Gostlin	5000		Travel	131	466
			Telephone	2,850	752
Other Funding			Maintenance/Repairs	3,500	19,437
Donations	2204	6690	Workshop Setup		1,270
Cash Donations	48		Tablet distribution	6,266	
			Insurance	2,334	1,853
			Professional Fees	3,541	2,496
			Uniform		1,223
			Stationery & Postage	2,386	2,946
			Computer Expenses	1,038	1,545
			Advertising		338
			Sundry	75	216
			Pastimes Contribution		
			Bank Charges & Interest		180
	<u>107,225</u>	<u>187,246</u>			
Bank Interest	0				
	<u>107,225</u>	<u>187,246</u>		<u>115,037</u>	<u>138,733</u>
			Surplus/Deficit for the period	-7,811	48,513
	<u>107,225</u>	<u>187,246</u>		<u>107,225</u>	<u>187,246</u>
<u>Represented by:</u>					
Balance forward 1/4/2020	65,757	17,245	Balance at bank 31/03/2021 (Current)	57,946	65,757
	<u>65,757</u>	<u>17,245</u>		<u>57,946</u>	<u>65,757</u>
Surplus/-deficit for the period	-7,811	48,513			
	<u>57,946</u>	<u>65,757</u>		<u>57,946</u>	<u>65,757</u>

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

16th Sept 2021
Chris Grant & Co Ltd. Chartered Management Accountants
87 Huddersfield Road
Mirfield
West Yorkshire
WF14 8AT

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