



Trustees' Annual Report for the period

Period start date		Period end date	
01	August 2020	31	July 2021
From		To	

01

Section A Reference and administration details

Charity name Archives of IT

Other names charity is known by

Registered charity number (if any) 1164198

Charity's principal address

Gaston House	
Gaston Green	
Bishops Stortford, Herts	
Postcode	CM22 7QS

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	George Graham			
2	John Leighfield			
3	David Morriss			
4	Michael Short		13 April – 31 July	
5	Martin Campbell-Kelly		18 March – 31 July	
6	Tola Sargeant		23 March – 31 July	
7	John Carrington	Chairman	2 February – 31 July	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	C.I.O
Trustee selection methods (eg. appointed by, elected by)	Appointed by Board of Trustees

Additional governance issues (Optional Information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To establish and maintain a digital archive relating to the development of the information technology, software & communications industries in the UK and by British people abroad for the particular benefit of Historians, Sociologists, Economists, Business Schools, Researchers and Students in Higher Education, Entrepreneurs and Government and through their work to the general public.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Having had due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant the Trustees have commissioned further interviews making efforts to ensure greater diversity of subject matter in order to widen our appeal and reflect the diversity of our intended audience. They have improved our public facing website www.archivesit.org.uk to allow access to both the additional interviews and new scanned hard-copy content. The Trustees have pursued links with education/academia in two ways in order to encourage wider use of the archive by the public in general and students in particular.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

In its sixth year of operation the charity has:

Recorded 24 further interviews with Achievers, had them transcribed and collected additional archive materials from each person where available.

Improved the website that holds all the interviews and archive material and presents it in an easily accessible manner – www.archivesit.org.uk – including the provision of online exhibitions on the history of the IT industry.

Recommenced interviewing and production of output materials activities in early 2021 within Covid compliant protocols

Adopted the use of video conferencing to undertake interviews more easily, without physical proximity, and to enable the inclusion video highlight clips as a feature of interview abstracts

Expanded our section on education with access to careers guidance resources for teachers and students, including presentations on Diversity and Inclusion

Continued to develop academic links with schools and universities, including undertaking academic research in conjunction with undergraduate and postdoctoral resources.

Maintained contacts with and received ongoing support from the Worshipful Company of Information Technologists and BCS – The Chartered Institute for IT

Accepted into the archive a major collection of industry reports from the founders of the Butler Cox Foundation

Received various donations to help continue our work.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity will implement a policy on reserves once its income is such to warrant one.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

John Christopher Carrington

Position (eg Secretary, Chair, etc)

Chair

Date

1 October 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Archives of IT

1164198

Receipts and payments accounts

CC16a

For the period
from

01/08/2020

To

31/07/2021

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 £
A1 Receipts					
Donations	50,500	-	-	50,500	44,050
Give as You Live Fundraising	17	-	-	17	298
Gift Aid	-	-	-	-	625
Bank Compensation	-	-	-	-	350
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	50,517	-	-	50,517	45,323
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	50,517	-	-	50,517	45,323
A3 Payments					
Administration & Management	18,352	-	-	18,352	15,053
Interviews	3,600	-	-	3,600	4,690
Research & Education	1,640	-	-	1,640	8,090
Transcripts and Abstracts	4,081	-	-	4,081	9,343
Travel & Subsistence	-	-	-	-	364
Training	-	-	-	-	-
Web development & scanning	2,926	-	-	2,926	2,841
Video & social media	-	-	-	-	3,560
Professional services	-	-	-	-	-
Sub total	30,599	-	-	30,599	43,941
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	30,599	-	-	30,599	43,941
Net of receipts/(payments)	19,918	-	-	19,918	1,382
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,060	-	-	5,060	-
Cash funds this year end	24,978	-	-	24,978	1,382

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 £
B1 Cash funds	Barclays Current Account	24,978	-	-
		-	-	-
		-	-	-
	Total cash funds	24,978	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	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	

Independent examiner's report to the Trustees of

Archives of IT – No: 1164198

I report on the accounts of the Trust for the period ended 31st July 2021

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

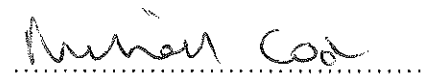
- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention 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 to comply with the accounting requirements of the 2011 Act have not been met.



Michael Cook

27th August 2021

Cook & Partners Limited
Manufactory House
Bell Lane
Hertford, SG14 1BP

Relevant professional qualification or body: ICAEW