



Trustees' Annual Report for the period

		Period start date			Period end date		
		1	January	2022	31	December	2022
From					To		

Section A Reference and administration details

Charity name	THE ARCHIVE OF MICROCARS		
Other names charity is known by	(1) THE REGISTER OF UNUSUAL MICROCARS (2) RUMCARS		
Registered charity number (if any)	1177304		
Charity's principal address	2 RIDLANDS GROVE LIMPSFIELD CHART, OXTED SURREY Postcode RH8 0ST		

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	CHRIS THOMAS	(1) CHAIRMAN (2) TREASURER		
2	MALCOLM PARKER	(1) ARCHIVIST (2) WEBSITE ADMINISTRATOR		
3	MACOLM DUDLEY	(1) REGISTER DATABASE MANAGER (2) DVLA LIAISON		
4	NICK HADDON	CLUB LIAISON		
5	JOE CURL	SECRETARY		

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)

--

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)	CHARITABLE INCORPORATED ORGANISATION
Trustee selection methods (eg. appointed by, elected by)	APPOINTMENT

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.

2022 was our fifth year of operation as a charity.

Section C Objectives and activities

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

The major objective of the charity is to provide educational material to the world at large on the subject of Microcars. We hold and preserve an archive of documents and images that were collected or donated over many years by the Register of Unusual Microcars, which was our predecessor organisation, and which now forms part of the archive. We continue to publish the quarterly magazine *RumCar News*.

In October 2019, we moved the archive into a new archive store building constructed to comply with National Archive standards. Regrettably, the global pandemic dominated 2020 and 2021, and progress with the next phase has been slower than we would have liked.

Malcolm Parker took over from Chris Thomas as Archivist at the beginning of 2022. In March 2022, we were informed that the present site of the physical Archive building in Kent was to be sold. Over the next few months, considerable work was done to identify a new site, closer to Malcolm Parker's home in Somerset. A suitable site was located just outside Frome and, on 7 July 2022, the two conjoined climate-controlled shipping containers that house the Archive were transported on the back of a lorry to its new home.

From July 2022, the new Archivist has catalogued the material held by the Archive. This work was completed by October 2022. The Archive's

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)

material has now been put in chronological order and duplicate material has been identified and stored separately. The Archive holds c.169,000 pages of documents, not including duplicates.

An in-person AGM took place on 9 September 2022, which was held to coincide with the National Microcar Rally in North Yorkshire. Four of the trustees attended. This was the first in-person meeting of the current trustees, owing to the pandemic. It is hoped that in-person meetings will take place in future at least annually.

Now that cataloguing is complete, the next objective is to make the archive material available to the world at large through a process of scanning and uploading onto a new website. A new computer system has been purchased during the year for the use of the Archivist.

We would very much like to recruit a further trustee from a younger age demographic in order to improve the Archive's online presence and with a view to maintaining the continuity of our work over time.

We are fulfilling part of our core objective by publishing a quarterly magazine, which has been produced in-house for the last 39 years. This document satisfies one segment of the target audience we seek to accommodate.

We intend to make the archive publicly available by electronic means in the next phase of activity, which will be progressed as funding and volunteer's time permits.

Journalist access to the archive has been made available when requested, and information has been provided to owners who have registered their cars with the Register of Unusual Microcars. Due to the location of the archive at present, public access is not possible.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During 2022 we have ensured the stability and integrity of the collection. We have relocated the collection to a new site where we hoped it will be able to remain for the foreseeable future.

Donations have continued to improve and showed an increase in 2022 compared with 2021.

Total expenditure increased compared with 2021. This was attributable to the significant one-off costs of the building move, the acquisition of a new computer for the use of the Archivist, and the significantly increased costs of magazine printing and distribution. We nonetheless have an acceptable financial cushion at year-end.

Section E Financial review

Brief statement of the charity's policy on reserves

The policy is the charity will only spend the cash reserves that it has to fulfil the work highlighted in the business plan. It does not intend to borrow funds.

Details of any funds materially in deficit

None

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)	Chairman	Secretary
Position (eg Secretary, Chair, etc)	Chris Thomas	Joe Curl
Date		

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1-Jan-22		31-Dec-22

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations UK	1,119	-	-	1,119	5,195
Donations Europe	-	-	-	-	-
Donations USA	7,963	-	-	7,963	-
Magazine subscriptions UK	1,801	-	-	1,801	5,538
Magazine subscriptions Europe	559	-	-	559	-
Magazine subscriptions USA	942	-	-	942	-
Magazine Back issue sales UK	53	-	-	53	-
Magazine Back issue sales Europe	19	-	-	19	44
Magazine back issue sales USA	-	-	-	-	14
Bank account Interest	1	-	-	1	1
Dating Certificate service	39	-	-	39	11
Vehicle Registration Fees	4	-	-	4	4
	-	-	-	-	-
Sub total(Gross income for AR)	12,500	-	-	12,500	10,802
A2 Asset and investment sales, (see table).	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,500	-	-	12,500	10,802
A3 Payments	-	-	-	-	-
Magazine printing and distribution	2,686	-	-	2,686	2,016
Office and computer expenses	1,349	-	-	1,349	99
Archive document purchases	152	-	-	152	-
Insurance and Fees for clubs and services	355	-	-	355	30
Rent and Utilities	828	-	-	828	296
Building move	2,626	-	-	2,626	-
Website	304	-	-	304	810
Refund	20	-	-	20	20
	-	-	-	-	-
Sub total	8,320	-	-	8,320	3,251
A4 Asset and investment purchases, (see table)	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,320	-	-	8,320	3,251
Net of receipts/(payments)	4,180	-	-	4,180	7,551
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	21,030	-	-	21,030	13,479
Cash funds this year end	25,210	-	-	25,210	21,030

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

Categories

B1 Cash funds

B2 Other monetary assets

B3 Investment assets

B4 Assets retained for the charity's own use

B5 Liabilities

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

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Cheque account	18,588	-	-
Savings account	6,268	-	-
Paypal account	354	-	-
Total cash funds	25,210	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK
Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	
		-	
Signature	Print Name	Date of approval	
	Christopher Thomas		