



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1<sup>st</sup> July 2021**

**Period start date To 30<sup>th</sup> June 2022**

**Period end date**

**Charity name:**Plymouth Argyle Heritage Archive

**Charity registration number:** 1185517

## Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | <b>The principal activity of the company is the preservation of memorabilia and artefacts connected to Plymouth Argyle FC</b>  |
| 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 | <b>During the reporting period two public displays were carried out. Memorabilia also continues to be displayed in the Green Taverners building with items being rotated on a regular basis.</b> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | <b>The aim of the charity is to make items available for supporters' viewing which has been achieved.</b>  |

## Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |  |
|--|----------------|--|
| Policy on grant making   | Para 1.38      |  |
| Policy on social investment including program related investment | Para 1.38      |  |
| Contribution made by volunteers                                  | Para 1.38      |  |
| Other  |                |  |

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

## 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><b>Two displays of memorabilia and artefacts allowing the wider supporter base to visit and view the items.</b></p> <p><b>We continue to display items of interest in display cases at the Green Taverners Suite at Plymouth Argyle Football Club. These items are replaced regularly.</b></p> <p><b>This helps with our aim of sharing the items with Plymouth Argyle supporters.</b></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 |  |
| 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 |  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 |  |
| Amount of reserves held  | Para 1.22 |  |
| 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 |  |

### 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 |  |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |  |
| A description of the principal risks facing the charity                         | Para 1.46 |  |
| Other   |           |  |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           |  |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | <b>Trust Deed</b>  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | <b>Charitable Incorporated Organisation</b>                                      |
| 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 | <b>Trustees are appointed from volunteers and are approved by other Trustees</b> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

### Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | Plymouth Argyle Heritage Archive   |
| Other name the charity uses |  |
| Registered charity number   | 1185517  |
| Charity's principal address | Plymouth Argyle Heritage Archive<br>Plymouth Argyle Football Club<br>Home Park<br>Plymouth<br>Devon<br>PL2 3DQ |
|                             |  |



**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  | Robert Wright    | Chair/Treasurer |                                   |   |
| 2  | Christian Kent   |                 |                                   |   |
| 3  | Matthew Ellacott |                 |                                   |   |
| 4  | Richard Cowdery  |                 |                                   |   |
| 5  | John Eales       |                 |                                   |   |
| 6  |                  |                 |                                   |   |
| 7  |                  |                 |                                   |   |
| 8  |                  |                 |                                   |   |
| 9  |                  |                 |                                   |   |
| 10 |                  |                 |                                   |   |
| 11 |                  |                 |                                   |   |
| 12 |                  |                 |                                   |   |
| 13 |                  |                 |                                   |   |
| 14 |                  |                 |                                   |   |
| 15 |                  |                 |                                   |   |
| 16 |                  |                 |                                   |   |
| 17 |                  |                 |                                   |   |
| 18 |                  |                 |                                   |   |
| 19 |                  |                 |                                   |   |
| 20 |                  |                 |                                   |   |

**Corporate trustees – names of the directors at the date the report was approved**

[illegible]

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

[illegible]

## Funds held as custodian trustees on behalf of others

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| 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 |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

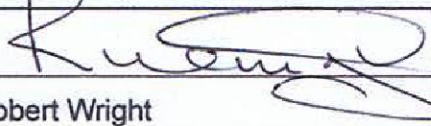
## Other optional information

|  |
|--|
|  |
|--|

## Declarations

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

Signed on behalf of the charity's trustees

|                                     |   |  |
|-------------------------------------|---|--|
| Signature(s)                        |  |  |
| Full name(s)                        | Robert Wright   |  |
| Position (eg Secretary, Chair, etc) | Trustee/Chair/Treasurer   |  |
| Date                                | 25/4/2023   |  |





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Plymouth Argyle Heritage Archive

1185517

## Receipts and payments accounts

CC16a

For the period  
from

1st July 2021

To

30th June 2022

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |                               |
| Programme sales                                       | 4,156  | -                                       | -                                      | 4,156                           | 1,212                         |
| Donations   | 1,831  | -                                       | -                                      | 1,831                           | 1,055                         |
| Gift Aid recovered                                    | 216  | -                                       | -                                      | 216                             | 958                           |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>6,203</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>6,203</b>                    | <b>3,225</b>                  |
| <b>A2 Asset and investment sales, (see table).</b>    |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>6,203</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>6,203</b>                    | <b>3,225</b>                  |
| <b>A3 Payments</b>                                    |  |   |  |                                 |                               |
| Storage - unit rental                                 | 2,340  | -                                       | -                                      | 2,340                           | 2,190                         |
| Purchases   | 539  | -                                       | -                                      | 539                             | 891                           |
| Restoration costs                                     | 159  | -                                       | -                                      | 159                             | -                             |
| Accountancy   | 300  | -                                       | -                                      | 300                             | 400                           |
| Archive storage materials                             | -  | -                                       | -                                      | -                               | 581                           |
| Website costs   | -  | -                                       | -                                      | -                               | 225                           |
| Paypal fees   | 33   | -                                       | -                                      | 33                              | 17                            |
| Events/refreshments                                   | 287  | -                                       | -                                      | 287                             | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>3,658</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>3,658</b>                    | <b>4,304</b>                  |
| <b>A4 Asset and investment purchases, (see table)</b> |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>3,658</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>3,658</b>                    | <b>4,304</b>                  |
| <b>Net of receipts/(payments)</b>                     | <b>2,545</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>2,545</b>                    | <b>1,079</b>                  |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>1,585</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>1,585</b>                    | <b>2,664</b>                  |
| <b>Cash funds this year end</b>                       | <b>4,130</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>4,130</b>                    | <b>1,585</b>                  |



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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Lloyds - Treasurers Account                            | 2,200                              | -                                | -                               |
|                      | Paypal account   | 1,930                              | -                                | -                               |
|                      |  | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b>                                | <b>4,130</b>                       | <b>-</b>                         | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |

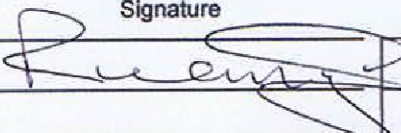
|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <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 liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

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

| Signature   | Print Name    | Date of approval |
|---|---------------|------------------|
|  | Robert Wright | 25/4/23          |