



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/01/2020 Period start date To 31/12/2021 Period end date

Charity name: ARCHAEOLOGICAL REMAINS KNOWLEDGE EXCHANGE NETWORK (ARKEN)

Charity registration number: 1187130

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: 1) To advance the education of the public in the subject of archaeological remains in particular but not exclusively by: a) promoting research for the public benefit in all aspects of that subject and to publish or otherwise disseminate the useful results of such research for the public benefit. b) supporting the work of scientists, such as those working in museum settings, to bring knowledge and understanding about archaeological remains to the public c) supporting archaeological investigations 3) The preservation, conservation and protection of archaeological remains for the public benefit 2) The promotion of equality and diversity for the public benefit by: a) promoting activities to foster understanding between people from diverse backgrounds; b) cultivating a sentiment in favour of equality and diversity.
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	ARKEN is an independent not for profit charity founded to promote the study of archaeological remains through the exchange of archaeological knowledge. We provide specialist services and volunteer opportunities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have accessed the charity commissions public benefits website - https://www.gov.uk/government/collections/charitable-purposes-and-public-benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	In 2020/1 a masters student from Sheffield University helped research several medieval sites and gained experience in writing an academic journal article. This culminated in the publication of 'Food and agriculture in Slavonia, Croatia, during the Late Middle Ages: the archaeobotanical evidence' in Vegetation History and Archaeobotany. The second paper will be published in January 2022 in the Journal of Field Archaeology.
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	During the pandemic all field work was suspended. However, the main Trustee Kelly Reed was able to continue to work on several sites and publish their findings in international journals. These activities were in collaboration with universities and museums within Croatia and supported the charities objectives in promoting and preserving archaeological remains. Our volunteer was also from Serbia where there are few archaeologists specialising in archaeobotany. This meant that she was able to take her skills and apply them to local archaeological excavations to help preserve and conserve their archaeological remains.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against	Para 1.41	
----------------------	-----------	--

objectives set		
Performance of fundraising activities against objectives set	Para 1.41	It was hoped that money would be raised through excavation work, however, due to the pandemic all fieldwork was cancelled for 2020 and 2021.
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	An initial start up donation was to be gifted by the Trustee Kelly Reed, however, with the pandemic she decided to postpone this until 2022 when the charity will hopefully be able to start properly.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	There are no financial outlays that require reserves
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Several people have approached the charity to help with archaeological work in the future so it is anticipated that some small funds should start to appear in 2022.

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	Funds usually come from people who wish the charity to help them with examining materials. Once fieldwork starts again this financial stream should become viable again.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	There are no risks as the charity is working on the knowledge and free time of its trustees.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constiution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
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	Every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees

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	
Other name the charity uses	
Registered charity number	
Charity's principal address	

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	Dr Kelly A Reed			
2	Dr Crysta R Kaczmarek			
3	Mrs Emily K Loizou			
4				
5				
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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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)

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)

Kelly Reed

Position (eg Secretary,
Chair, etc)

Director

Date

23/12/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

ARCHAEOLOGICAL REMAINS KNOWLEDGE
EXCHANGE NETWORK (ARKEN)

No (if any)

CC16a

Receipts and payments accounts

For the period from	Period start date 1/1/2020	To	Period end date 12/31/2021
------------------------	-------------------------------	----	-------------------------------

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					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	-	-	-	-
A3 Payments					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	-	-	-	-	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	-	-	-	-	-

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

Signature	Print Name	Date of approval
	Kelly Reed	12/23/2021