



Trustees' Annual Report for the period

	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	20	04	2020		31	03	2021

Section A Reference and administration details

Charity name	Richard Roberts Archive
Other names charity is known by	N/A
Registered charity number (if any)	1189116
Charity's principal address	Unit 14, Adswood Industrial Estate Adswood Road, Stockport
Postcode	SK3 8LF

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	Richard Roberts	Trustee		
2	Peter Moss			
3	Craig Horner			
4	Angela Thompson			
5				
6				
7				
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12				
13				
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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
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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)

How the charity is constituted

(eg. trust, association, company)

Trustee selection methods

(eg. appointed by, elected by)

Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees

CIO

By appointment by the 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.

Cultural Framework
Cultural Value
Framework to select works

Section C Objectives and activities

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

The objects of the cio are to advance education for the public benefit in advertising history by preserving and maintaining an archive of material and to publicise and make available the collection to the wider public and to further academic research.

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)

To ensure the preservation of the existing collection held in trust by the charity.

To add to the collection through donations and acquisitions.

To make the collection accessible to researchers.

To promote the collection to a wider audience.

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Due to Covid restrictions the archive has been inactive in most respects other than maintaining the existing collection and establishing a website presence.

Section E

Financial review

Brief statement of the charity's policy on reserves

Due to Covid the trustees were not able to establish a policy on reserves.

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.

Due to Covid no financial activity has taken place.

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)	Richard Roberts	
Full name(s)	Richard Roberts	
Position (eg Secretary, Chair, etc)	Chair	
Date	17/1/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
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Receipts and payments accounts

For the period from	Period start date 4/20/2020	To	Period end date 3/31/2021
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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 £
A1 Receipts				
No activity due to Covid	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-
A2 Asset and investment sales, (see table).				
No activity due to Covid	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	-	-	-	-
A3 Payments				
No activity due to Covid	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
A4 Asset and investment purchases, (see table)				
No activity due to Covid	-	-	-	-
	-	-	-	-
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 £
B1 Cash funds	No activity due to Covid	-	-
		-	-
		-	-
	Total cash funds	-	-
	(agree balances with receipts and payments account(s))	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
	No activity due to Covid	-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
	No activity due to Covid		-
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
	No activity due to Covid		-
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
	No activity due to Covid		-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees			
Signature		Print Name	
Richard Roberts		Richard Roberts	

CC16a



Last year
to the nearest £

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**Endowment
funds**
to nearest £

-
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-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
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-
-
-

**Current value
(optional)**

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**When due
(optional)**

Date of
approval

1/17/2022