

# THE ARCHWAY FOUNDATION

England & Wales · Charity number 299533

## Details

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Status	Registered
Legal form	Charitable company
Company number	<a href="#">02262206</a>
Registered	1988-07-11
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	St. Clements Centre Cross Street Oxford OX4 1DA
Phone	01865790552
Email	<a href="mailto:office@archwayfoundation.org.uk">office@archwayfoundation.org.uk</a>
Website	<a href="http://www.archwayfoundation.org.uk">www.archwayfoundation.org.uk</a>

## Activities

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**Objects:** THE RELIEF OF MENTAL AND PHYSICAL DISTRESS OF PERSONS, PHYSICAL OR MENTAL HANDICAP, ILLNESS OR SOCIAL CIRCUMSTANCES ARE SOCIALLY ISOLATED AND AT RISK IN THE COMMUNITY.

**Activities:** Aims to relieve distress caused by loneliness and social isolation. Offers social gatherings and one-to-one support service to those experiencing loneliness. Aims to prevent mental health deterioration affected by social isolation.

## Classification

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- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE OXFORD
- Oxfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£216,967	£235,085	-	-
2024-06-30	£269,838	£227,814	-	-
2023-06-30	£235,345	£214,893	-	-
2022-06-30	£184,445	£216,596	-	-
2021-06-30	£236,016	£223,912	-	-

## Trustees

Name	Role	Appointed
<b>James Hayward Tweed</b>	Chair	2023-01-23
Alastair Joseph Turnbull		2021-11-22
Anne Elizabeth Tarassenko		2023-12-11
CHRISTOPHER JOHN TAFT		2012-09-10
Charlotte Fay Gelder		2023-01-23
Christine Mary Booty		2021-09-20
Lynne Davies-Craine		2023-09-18
Penelope Jean Smith		2014-07-07
Rosalind Margaret Alstead		2019-11-25
Tessa Rea		2023-09-18

**THE ARCHWAY FOUNDATION**

England & Wales - Charity number 299533

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# Accounts

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Charity Reg: 299533 / Company No: 2262206

# **The Archway Foundation**

**(A Company limited by Guarantee)**

## **Report and Financial Statements**

**Year ended 30th June 2025**

### **Patrons**

Sir Tony Baldry D.L.  
Sir Hugo Brunner JP  
Rt Rev Dr Steven Croft, Bishop of Oxford  
Mrs. Felicity Dick D.L.  
Mr. Jeremy Irons  
Lindsay Mackie  
Mike Wooldridge OBE

### **Registered Office**

St Clement's Centre,  
Cross Street,  
Oxford OX4 1DA

### **Bankers**

CAF Bank Ltd  
Redwood Bank  
Cambridge & Counties Bank



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## REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2025.

### **MEMBERS OF THE MANAGEMENT BOARD (Trustees and Directors)**

The members of the Management Board who held office during the year are listed below.

Rosalind Margaret Alstead OBE

Christine Booty

Lynne Davies Craine

Charlotte Gelder

Priyanka Jha

Tessa Rea

Penelope Smith (**Treasurer**)

Chris Taft (**Chair**)

Anne Tarassenko (**Secretary**)

Alastair Turnbull

James Tweed

At the date of this report, all the existing Management Board members are members of the company. The liability of members is stated below.

Applications for membership are made to the Board and are then considered at its next meeting or as soon as practicable.

**Chief Executive Officer:** Angelo Fernandes

### **Charitable Status**

The Archway Foundation is a charity, registered in England, number 299533. It is also a company limited by guarantee, registered in England, number 2262206. The charity was established via the Memorandum and Articles of the Company.

### **Status of the foundation**

The Foundation is a registered charity and has no liability for Corporation Tax on its present activities.

The Foundation is a company limited by guarantee and has no share capital. Each member undertakes to subscribe a maximum of £1 in the event of a winding up of the Company.

## Statement of the responsibilities of the Management Board

Company law requires the Management Board to prepare financial statements for each financial year, which give a true and fair view of the affairs of the company and of the profit or loss for that period. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Board is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company. It is also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities and error.

## Aims and Objectives

Our charity's purposes as set out in the objects contained in the Company's Memorandum of Association are:

- 1) To provide a service for lonely and isolated people to alleviate their social isolation and to assist in solving, or in preventing, the development of mental health problems associated with loneliness.
- 2) To provide social activities and events for the lonely in and around Oxford, and to offer individual support and visits for such people where appropriate, against a background of a commitment to the practical application of Christian beliefs (with our service being accessible to all faiths and cultures).
- 3) To extend such a service to other areas of the United Kingdom by collaborating with other bodies with similar charitable objects and by establishing new branches of The Foundation having similar purposes and regulations to those of the Foundation.

In doing this we seek to ensure that the organisation maintains a strong team of trained staff and volunteers to support both current and future needs.

Our purpose is to create connections that alleviate the hurt of loneliness.

*Expansion to other parts of the UK is dependent upon additional resources to identify and respond to needs elsewhere, so for the present our work is locally focused.*

In 2024-25 we developed a new Business Strategy for the organisation [Archway Foundation Business Strategy 2025-28](#) in which we focused on building six pillars that would sustain and grow our organisation:

- Building on our strengths
- Improving our visibility, impact and reach
- Developing our long-term, strategic approach
- Enhancing income generation
- Fine-tuning our service provision
- Refining our operational management

We also developed a Fundraising and Communications Strategy focused on income generation for non-statutory sources of income such as National Lottery, donations, legacies, Trusts and Foundations funding.

*“Feeling like a prisoner in your own home. You get in the habit of staying away from people and losing your social skills. But when you’re a prisoner within yourself, you cannot escape, as you’re with yourself everywhere. If it wasn’t for Archway holding out their hands and catching me, I don’t know where I’d be”*

- An Archway Friend

### **Creating connections that alleviate the hurt of loneliness**

In 2024-25 we changed people’s lives through the following:

- **Telephone Support**

Each service user (known as an Archway Friend) was linked with a named Volunteer, who called them regularly for social contact conversations and support. This service was particularly suitable for individuals whose physical and / or emotional challenges mean they were not yet able or ready for “in person” social contact or were on a waiting list for another part of our service provision. It also enabled us to reach people who live in more remote, or inaccessible areas of Oxfordshire.

- **Face-to-Face Support**

Each Friend was linked with a Volunteer who met them in a public place (e.g. for a coffee or a walk) or if the Friend was unable to leave their home for physical or mental/emotional health reasons, they visited them at home. High demand for this service and the localised challenges of volunteer recruitment resulted in a waiting list for this service.

- **Social Groups**

These occurred three times a month, and provided an opportunity to meet in a welcoming, safe and supportive environment with other Archway Friends. Friends unable to access groups independently were assessed for suitability for our volunteer transport service.

- **Social Events**

We provided two larger scale social events per year, a Christmas and a Summer “Get-Together”. These events were well attended by Friends, Volunteers and Supporters and were an opportunity for the Archway Community to come together for conversation, food and music. The Doris Field Foundation kindly supported us to deliver the Christmas Get-Together.

- **Signposting Service**

We regularly received many referrals and enquiries, and we actively signposted individuals and agencies to suitable services, facilities and groups. This is an essential aspect of our work. For example, we signposted people to social care, faith community groups or specialist support such as Connection Support for housing issues.

- **Newsletters and cards**

An important aspect of our services was our newsletter 'The Bright Side', which gave news on Archway, had a word puzzle, and provided information on other services. We also sent all our Friends Easter and Christmas cards. Many Friends highlight how receiving these cards and newsletters make them feel less alone.

- **Self-help Resources**

We focused on ways of supporting our Friends to help themselves with regards to feelings of loneliness. Being chronically lonely is often accompanied by feelings of helplessness and suicidality. Supporting our Friends to take greater control of their mental wellbeing is an important area of development for the organisation. This year, the CEO blogged about what loneliness is, what impacts it has, and what someone can do about it. We also implemented a Christmas appeal which provided information about what someone could do to help themselves if they were lonely at Christmas, or what they might do to assist someone else in that situation.

### **Volunteer Selection and Training**

*"I've been privileged as a volunteer to walk alongside different people. For example, a young mum, two people from nursing homes that have since passed away, someone who lived on the streets, a couple who both have cerebral palsy. I've learned about myself, people, and the world through Archway. It's been humbling. It's the first time in my life that I've felt I've really made a difference." - Archway Volunteer*

We are indebted to the team of dedicated volunteers who fulfilled a range of roles. They truly were the backbone of Archway throughout the year. The roles included direct support to Friends, driving Friends to groups, impact measurement, fundraising and administration.

Volunteers apply by completing an application form. They are invited for a formal discussion and if both parties agree to proceed, they attend an induction session in which confidentiality, boundaries, safeguarding, health and safety matters are covered. Two references are requested, and a DBS (Disclosure and Barring Service) check is made. All volunteers are trained in loneliness awareness, safeguarding and confidentiality. Higher level training then follows appropriate to their role.

We offer on-going supervision and support via group and individual contact. Currently, 88 volunteers support our organisation. A range of professionals (e.g. teachers, solicitors and counsellors) and non-professionals volunteer for Archway. We recruited 20 new volunteers in the past year.

## Impact of our work

We have increased the number of Archway Friends from 173 in 2023-24 to 183 in 2024-25. We also increased the number of volunteers we have from 80 to 88 in the same period.

We developed a Friends and Volunteer Reference Group following holding a focus group in 2023/24 of 20 Friends and volunteers through which we can engage and consult about how Archway is developing and how well we are achieving our mission.

Here are some quotes from our last focus group:

*"I'm invisible and a commodity, except for to Archway",  
"Archway is always part of me, always will be me".*

In 2024-25, we undertook a major review of the ways in which we measure the impact of our work. We have implemented two approaches, both of which are due to being reporting back to Trustees in February 2026.

These are:

- The implementation of the Campaign to End Loneliness Tool to evaluate the level of loneliness for our Friends over time.
- Measuring impact with the Journey Stories Method - Narratives of Impact. This is a co-produced qualitative and quantitative method of measuring impact using accounts of individuals' journey with Archway.

Our everyday contact strongly indicates that our services complement the aspects of physical and mental healthcare offered by other agencies such as the NHS, Social Services, Mental Health Teams etc. by offering broader community and social connections that go hand-in-hand to support Friends toward improved emotional and physical wellbeing. These positive impacts are suggestive of:

- Fewer GP visits or non-emergency calls to emergency services
- Lower use of medication
- Fewer days in hospital
- Fewer times of crisis or needing admission to mental health services

An important focus of our work in 2024-25 was to target groups at risk of loneliness who are under-represented within our services.

## Younger People

- We worked with 18 Younger People (18-35 years old) compared to only 3 in 2023/24, an increase of 600%.
- We have been working with the Mandala Theatre Company and Oxfordshire Youth to develop a film on combatting loneliness in Younger People. Archway Friends provided cross-generational support to younger people to help develop a script and we look forward to this work progressing in 2025-26.
- Research has shown that this generation are the loneliest, and the issue of loneliness is increasing for this group.

### **Ethnic Minorities**

- We have created links with Asylum Welcome, Refugee Resource and Oxford City Council to find ways of appropriately addressing the issue of loneliness for refugees and vulnerable migrants.

### **People living in Deprived Wards**

- We are building a presence in Banbury, with its diverse population, and this will be a priority to progress in 2025/26.
- We restructured our Team to be able to focus on areas of deprivation, through creating dedicated Area Lead positions.

### **Partnerships, networks & community links**

i) The CEO is part of a Charity Leaders Forum, The Suicide Multi Agency Group, The Oxfordshire Mental Health Prevention Concordat Meeting and the ROBIN (Responsible Oxfordshire Business Involvement Network) and the Tackling Loneliness Hub.

ii) Our experience in working with adults with highly complex needs means we are often instrumental in bringing together staff from a number of agencies and organisations involved in supporting individuals so that a) clear lines of communication, expectations and boundaries can be agreed in order to provide the best level of support to the individual in need and b) to provide support to staff in other agencies who sometimes lack the experience and line managerial support to deal with challenging situations. This is time consuming but vital work in keeping people safe.

iii) We maintain our links with Mental Health Services and give presentations to health & social care staff about loneliness as well as our services. We have excellent links with Oxford Health and Connection Support as well as similar local organisations and groups to ourselves, such as Tandem Befrienders and Alice's Tea Parties.

### **Organisational and financial review**

The Finance and Strategy Group (a sub-group of the Board) closely monitors expenditure against budget, looks strategically ahead, reporting to and making recommendations for consideration by the Trustees at each Board meeting. It monitors the work of the Independent Fundraiser whose role is to work with the CEO in two main areas:

- 1) To secure the continuation of Archway and the provision of its services into the long term.
- 2) To provide the financial resources to support the growing demand for Archway's services in a manner which provides the right level of time/attention and is compliant with all statutory requirements.

Income falls into two elements – *unrestricted* core services funding, and *restricted* funding, primarily grants for specific projects such as National Lottery Community Fund for maintaining and developing aspects of our Social Group service, and grants focussing on particular aspects of our service, e.g. Mental Health Awareness Training. We continue to explore ways of diversifying our income in the longer term.



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In 2024-25 were successful in our applications for funding from the National Lottery Reaching Communities Fund (3 years duration), McCarthy and Stone Foundation, St. Aldates Parochial Charity, Garfield-Weston Foundation, Stanton Ballard Foundation, Shanley Foundation, Connected Communities Fund, Helen Roll Foundation and Boutell Bequest.

In 2023-24 we were awarded £55,000 from the Edward Gostling Foundation with instructions under the Deed of Gift that it is to be treated as endowment over the following 5 years but may be used to top up reserves if they fall below 6 month's operating costs. The endowment is shown in the accounts under the heading 'Endowment'.

### **Reliance on intangible income**

Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

### **Reserves Policy**

At each Board meeting (bi-monthly) the Trustees review the reserves available to ensure that the charity can continue to meet its commitments and to ensure financial stability. A significant proportion of the charity's income is from grants, usually awarded competitively under specific criteria and for fixed periods. It is important that we plan to maintain continuity as far as possible to cover a few months' gap in income between grants to ensure that we continue to meet the needs of those we serve, and to ensure we can retain staff (many of whom are very experienced). This need guides our reserves policy.

The reserves policy is assessed annually. In general, the Trustees believe that the unrestricted reserves should if possible be adequate to cover 6 months of total expenditure, with the proviso that if they should fall below that level plans should be put in place to increase them over the next one to two financial years. The Edward Gostling foundation provides additional support to bring reserves up to a six months level if required. This year our reserves fall below six months but we do not feel it necessary to draw any money from the endowment at this stage.

### **Structure, Governance and Management**

#### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26<sup>th</sup> May 1988, and registered as a charity 11<sup>th</sup> July 1988. The company was established under a Memorandum of Association, which defines the objects and powers of the charitable company and is governed under its Articles.



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### Recruitment and Appointment of Management Board

The directors of the Company are also charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Board. Under the requirements of the Memorandum and Articles of Association, the members of the Management Board are elected to serve for a three-year period after which they are entitled to stand for re-election at the next Annual General Meeting. All members of the Management Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 3 to the accounts.

As loneliness impacts across age, social and cultural groups and the charity serves people presenting with a range of complex needs, the Management Board seeks to ensure that the needs of its service users are reflected through the diversity and skill mix of the Trustee body.

### Trustee Induction and Training

The Trustees carry out regular review of the skills composition of the Board and, where deemed necessary, seeks to fill skill gaps with new Trustees recruited through local advertising and network contacts. Trustee induction includes individual time with the Chair of Trustees & CEO and opportunities to meet Friends (service users), volunteers and staff. A Trustee skills audit has confirmed that the board is equipped to be strong in all areas of governance and highlighted skills we may wish to stress we are looking for in any future Trustee recruitment.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, and links to on-line Charity Commission guidance. New Trustees visit one or more Social Groups to experience the service in action. All Trustees attend in house and external training relevant to their role.

### Organisational Structure

Archway's Management Board is responsible for setting direction, defining policies and for ensuring strong governance in accordance with best practices. It meets six times per year. Sub-Groups, formed in response to service need, report into the Board. This year there have been four sub-groups in the areas of Finance & Strategy, Fund-Raising and Events, Keeping Archway Safe (which includes compliance with Health and Safety, Data Protection, Cybersecurity, Human Resources and Safeguarding), Policy Review and Development. Currently the Management Board has eleven members from a variety of professional backgrounds relevant to the work of the charity and its governance responsibilities. The CEO attends all Board meetings, and this year has participated in all of the Sub-Groups.

## Risk Management

The Company/Charity holds a strategic risk register which is a tool that allows the Board and Executive to highlight and address significant risks facing the organisation. The risks are formally reviewed on an annual basis by the Board. The major risks identified over the course of the year were as follows:

- i)** Failure to support Archway activities with adequate funding, leading to a decline in financial reserves.
- ii)** Ineffective safeguarding of Friends (service users), volunteers and staff.
- iii)** Other issues of health and safety, data protection and compliance requirements.
- iv)** Insufficient capacity of staff and volunteers to meet service and compliance needs.

### Management of these risks:

- i)** We developed a fundraising and communications strategy in 2024-25 to ensure that we maximise our income in a sustainable and ethical way. We are particularly focused on improving our performance with Trusts and Foundations, local government funding and individual giving. We will be taking a planned approach to addressing these areas. We are conscious that a large proportion of our grant income in 2024-25 is from a single provider (the National Lottery) and are working with a fundraising organisation to support and extend our income streams.
- ii)** Safeguarding is addressed at Trustee led bi-monthly “Keeping Archway Safe” meetings. Safeguarding incidents are reviewed at these meetings to identify themes and actions. Safeguarding governance is reviewed in detail and reported back to the Board.
- iii)** Keeping Archway safe also addresses issues of compliance, health and safety and data protection in a similar way. It works to an action plan, and the group has demonstrated excellent progress throughout the course of the year.
- iv)** Capacity is reported on a regular basis to Board and to Keeping Archway Safe. We monitor sickness and turnover, both of which were low over the period. We use an operational framework to ensure that staff activities are spread evenly across the team, whilst ensuring there is sufficient management oversight in place.



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## Financial results and Investment Policy

The results for the year ended 30 June 2025 are set out in the financial statements on page 15. The Trustees consider the financial position of the Company/Charity to be satisfactory, notwithstanding the increasing challenges faced in providing essential services. They acknowledge with gratitude all those who have supported the Charity's/Company's work.

Overall income decreased by £52,871 (19%) from the previous financial year. However, if we exclude the endowment (£55,000), overall income increased by £2,310. Expenditure also increased by £7,300, about 3% (just below the CPI for the same period). The deficit for the year was £18,118. Changes in our fundraising model took some time to have effect and grant income was lower than expected in the first part of the year, although offset by a large grant from the National Lottery starting in February. Reserves, excluding the original endowment, were £98,444, about 5 months operating costs. With the endowment reserves were £153,444. At this stage we have decided not to move any funds out of the endowment fund although under the terms of the endowment it can be used to bring our reserves up to 6 months operating costs. Archway's investment policy is to maintain reserves in cash accounts with 95 days maximum notice of access. Trustees are satisfied that the unrestricted reserves are sufficient to enable the Charity to continue in operation for at least 12 months from date of signing this report.

## Small Company exemptions

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 18<sup>th</sup> September 2025 and signed on its behalf by

.....  
**Anne Tarassenko, Secretary**

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2025**

I report on the financial statements of the company for the year ended 30<sup>th</sup> June 2025, which are set out on pages 15 to 21.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

### **Respective Responsibilities of Trustees and Examiner**

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- 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 company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanation 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement on page 14.

**Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2025 (continued)**

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 386 of the Companies Act 2006; and
- to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities have not been met;

or

(1) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

*Peter J. Stevenson*

Peter J. Stevenson  
Independent Examiner  
Flat 25, Cherwell Court  
Banbury Road  
Kidlington  
OX5 2BG

Date: 18/09/2025

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2024 TO 30 JUNE 2025

	2024-2025				2023/24
	Unrestricted	Restricted	Endowment	Total	Total
<b>Income</b>					
Donations and Legacies	£69,111	£0	£0	<b>£69,111</b>	£40,741
Grants	£5,000	£133,452		<b>£138,452</b>	£218,045
User contributions	£749	£0	£0	<b>£749</b>	£1,017
Fundraising events	£2,439	£0	£0	<b>£2,439</b>	£5,832
Bank Interest	£3,919	£0	£2,297	<b>£6,216</b>	£4,203
<b>Total Income</b>	<b>£81,217</b>	<b>£133,452</b>	<b>£2,297</b>	<b>£216,967</b>	<b>£269,838</b>
<b>Expenditure</b>					
Raising funds	£10,879	£5,569	£0	<b>£16,448</b>	£18,292
Service delivery costs	£85,183	£107,135	£0	<b>£192,318</b>	£186,221
Office costs	£4,608	£19,399	£0	<b>£24,007</b>	£21,119
Volunteers' Expenses	£56	£2,255	£0	<b>£2,312</b>	£2,181
<b>Total Expenditure</b>	<b>£100,726</b>	<b>£134,359</b>	<b>£0</b>	<b>£235,085</b>	<b>£227,813</b>
<b>Net Income/Expenditure</b>	<b>-£19,508</b>	<b>-£907</b>	<b>£2,297</b>	<b>-£18,118</b>	<b>£42,025</b>
<b>Transfers</b>					
Gross Transfers between funds - in					
Gross Transfers between funds - out					
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>-£19,508</b>	<b>-£907</b>	<b>£2,297</b>	<b>-£18,118</b>	<b>£42,025</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	<b>£115,632</b>	<b>£930</b>	<b>£55,000</b>	<b>£171,562</b>	<b>£129,537</b>
<b>Total funds carried forward</b>	<b>£96,124</b>	<b>£23</b>	<b>£57,297</b>	<b>£153,444</b>	<b>£171,562</b>

### Notes.

1. There may be minor discrepancies in totals due to rounding errors
2. A new 3 year grant from the National lottery accounts for approximately half of the restricted income (see Appendix (i)); a proportion of this grant contributes towards our costs of raising funds.
3. Two major donations, each of around £14k, were received this year from legacies.

For comparison, accounts for the previous year (2023/24) are in Appendix (ii)

## BALANCE SHEET AT 30 JUNE 2025

	<b>As at 30/06/2025</b>	<b>As at 30/06/2024</b>
<b>Current assets</b>		
Debtors	£4,964	£4,113
Cash At Bank and In Hand *	£184,867	£201,495
<b>Total Current Assets</b>	<b>£189,831</b>	<b>£205,608</b>
<b>Liabilities</b>		
Creditors: Amounts Falling Due In One Year	-£4,395	-£4,554
Deferred Income	-£31,992	-£29,493
<b>Total Liabilities</b>	<b>-£36,387</b>	<b>-£34,047</b>
<b>Total assets less current liabilities</b>	<b>£153,444</b>	<b>£171,562</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Funds	£96,124	£115,632
<b>Restricted **</b>		
Endowment - Edward Gostling	£57,297	£55,000
Other Grants	£23	£930
Total Restricted Grants	£57,320	£55,930
<b>Total Reserves</b>	<b>£153,444</b>	<b>£171,562</b>
<b>Reserves</b>		
Surplus/Deficit for the year	-£18,118	£42,025
Starting Balances	£171,562	£129,537
<b>Total Reserves</b>	<b>£153,444</b>	<b>£171,562</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)

\* Cash is held as follows:

CAF Cash	£20,510	
CAF Gold	£20,455	
PETTY CASH	£210	
REDWOOD BANK	£86,396	
CAMBRIDGE & COUNTIES	£57,297	Edward Gostling Endowment Fund
	<b>£184,867</b>	

\*\* Restricted Fund movements are detailed in Appendix 1 on page 21.

The Directors consider that:

- a) For the year ended 30<sup>th</sup> June 2025 the Company was entitled to the exemption conferred by subsection (1) Section 477 of the Companies Act 2006.
- b) No member or members have deposited a notice requesting an audit for the current financial year under Section 476(b) of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring the Company keeps accounting records which comply with applicable law and regulations and preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of the Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved and authorised for issue by the Management Board on 18<sup>th</sup> September 2025

And signed on its behalf by

Secretary *Anne Tarassenko*  
.....

Anne Tarassenko

Treasurer *Penelope G. Smith*  
.....

Penelope Smith

## NOTES TO THE ACCOUNTS

For the year ended 30th June 2025

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 as amended by Update Bulletin 1 published on 2 February 2016 reflecting amendments to FRS102. FRS102 was applied for the first time for the year ended 30 June 2017.

The Charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the charities' ability to continue as a going concern for at least 12 months from the date of signing this Report and Financial Statements, in spite of the substantial deficit forecast for the year 2024-25. The trustees have taken advantage of the option, which does not require charities not meeting the definition of "larger" to present a cash flow statement in accordance with amendments to FRS102.

The following accounting policies have been adopted:

#### a) Accounting Convention

The financial statements are prepared under the historical cost convention.

#### b) Unrestricted Funds

Unrestricted funds represent donations, revenue grants, interest receivable and other income, which is expendable at the discretion of the Trustees in furtherance of the objects of the Foundation.

#### c) Restricted Funds

Restricted funds represent funding for specific charitable purposes. In cases where grants have been received during the year which include pre-planned or agreed expenditure for periods that extend beyond 30<sup>th</sup> June 2025, an appropriate proportion of such grants has been treated as deferred income.

#### d) Pension

The pension contributions made by the company are paid directly into employees' personal pension schemes.

### 2. STAFF

The staff team currently comprises 1 full-time and 7 part-time individuals whose total hours represent 4.9 WTE. Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

### 3. TRUSTEES

The Board of Trustees (Management Board) comprises eleven members. The Trustees received no remuneration during the year (2023-24: nil). Expenses reimbursed to Trustees during the year totaled £0 (2023-24: £0).

### 4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	24/25	24/25	23/24	23/24
	Unres	Res	Unres	Res
Gift Aid	4,964		4,113	
<b>TOTAL</b>	<b>4,964</b>	<b>0</b>	<b>4,113</b>	<b>0</b>

### 5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

Creditors	24/25	24/25	23/24	23/24
	Unres	Res	Unres	Res
Deferred income		31,992		29,493
Independent Fundraiser	727	1,043	2,268	
Other	2,320	305	1,903	383
<b>TOTAL</b>	<b>3,047</b>	<b>33,340</b>	<b>4,171</b>	<b>29,876</b>

### 5. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £16,493 (£17,172: 2023/24). There is a contingent liability of £2,468 should the Foundation have no active members in the scheme at a future date, requiring it to be closed.

## Appendix (i)

### Restricted Fund Movements

Restricted Fund movements comprise:

Funding Programme	Total Res Income received in FY 24/25	Res Income recognised in FY 24/25	Res Income C/Fwd to FY 25/26	Res Expenditure in FY 24/25
<b>Grants *</b>				
NL-BFBC	£33,541	£33,541		£33,541
NL-BFBC - Cost of Living Topup	£8,458	£8,458		£8,458
AFA Volunteer Development	£1,492	£1,492		£1,492
Middle Way Trust	£2,727	£2,727		£2,727
Christ's Hospital	£6,108	£6,108		£7,038
Doris Field	£1,000	£1,000		£1,000
PF Charitable Trust	£1,750	£1,750		£1,750
Helen Roll Grant/Rathbone Inv, awarded May 24	£4,167	£4,167		£4,167
NL 3 year Grant (Feb 25-Jan 28)	£67,452	£56,210	£11,242	£56,187
Church in Abingdon	£750	£750		£750
McCarthy & Stone	£7,500	£5,625	£1,875	£5,625
Garfield & Weston	£15,000	£7,500	£7,500	£7,500
Stanton Ballard	£1,000	£333	£667	£333
Shanly Foundation	£2,000	£667	£1,333	£667
Connect Communities OCVA & CFO	£4,000	£1,333	£2,667	£1,333
Helen Roll Grant/Rathbone Inv, awarded April 25	£5,000	£1,250	£3,750	£1,250
Boutell Bequest	£3,000	£500	£2,500	£500
AMMCO	£500	£42	£458	£42
	<b>£165,445</b>	<b>£133,453</b>	<b>£31,992</b>	<b>£134,359</b>

\*The restricted grant income is equally apportioned across the period for which the grant has been awarded. Grants are normally paid to the charity either as a single payment or (for the NL 3 year grant) at 6 monthly intervals. The proportion relating to the remaining months after the end of the FY is carried forward.

## Appendix (ii)

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2023 TO 30 JUNE 2024

	2023-2024			Total
	Unrestricted	Restricted	Endowment	
<b>Income</b>				
Donations including Gift Aid	£40,741	£0	£0	<b>£40,741</b>
Grants	£8,800	£154,245	£55,000	<b>£218,045</b>
User contributions	£1,017	£0	£0	<b>£1,017</b>
Fundraising events	£5,832	£0	£0	<b>£5,832</b>
Bank Interest	£4,203	£0	£0	<b>£4,203</b>
<b>Total Income</b>	<b>£60,593</b>	<b>£154,245</b>	<b>£55,000</b>	<b>£269,838</b>
<b>Expenditure</b>				
**Raising funds	£13,821	£4,471	£0	£18,292
Service delivery costs	£50,690	£135,531	£0	£186,221
Office costs	£6,040	£15,066	£0	£21,106
Volunteers' Expenses	£62	£2,119	£0	£2,181
Governance Costs	£0	£13	£0	£13
<b>Total Expenditure</b>	<b>£70,612</b>	<b>£157,201</b>	<b>£0</b>	<b>£227,814</b>
<b>Net Income/Expenditure</b>	<b>-£10,019</b>	<b>-£2,956</b>	<b>£55,000</b>	<b>£42,025</b>
<b>Transfers</b>				
Gross Transfers between funds - in				
Gross Transfers between funds - out				
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>-£10,019</b>	<b>-£2,956</b>	<b>£55,000</b>	<b>£42,025</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>£125,651</b>	<b>£3,886</b>	<b>£0</b>	<b>£129,537</b>
<b>Total funds carried forward</b>	<b>£115,632</b>	<b>£930</b>	<b>£55,000</b>	<b>£171,562</b>

**THE ARCHWAY FOUNDATION**

England & Wales - Charity number 299533

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# Accounts

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Charity Reg: 299533 / Company No: 2262206

# **THE ARCHWAY FOUNDATION**

**(A Company limited by Guarantee)**

## **Report and Financial Statements**

**Year ended 30th June 2024**

### **Patrons**

Sir Tony Baldry D.L.  
Sir Hugo Brunner JP  
Rt Rev Dr Steven Croft, Bishop of Oxford  
Mrs. Felicity Dick D.L.  
Mr. Jeremy Irons  
Lindsay Mackie  
Mike Wooldridge OBE

### **Registered Office**

New Marston Pastoral Centre  
Jack Straw's Lane  
Oxford OX3 ODL

### **Bankers**

CAF Bank Ltd  
Redwood Bank  
Cambridge & Counties Bank

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## REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2024.

### MEMBERS OF THE MANAGEMENT BOARD (Trustees and Directors)

The members of the Management Board who held office during the year are listed below.

Rosalind Margaret Alstead OBE  
Christine Booty  
Nigel Fulford (resigned 18.09.2023)  
Sue Fulford (resigned 21.11.2023)  
Charlotte Gelder  
Priyanka Jha  
Tessa Rea (appointed 18.09.2023)  
Penelope Smith (**Treasurer**)  
Chris Taft (**Chair**)  
Anne Tarassenko (**Secretary**) (appointed 11.12.2023)  
Alastair Turnbull  
James Tweed  
Lynne Davies Craine (appointed 18.09.2023)

At the date of this report, all the existing Management Board members are members of the company. The liability of members is stated below.

Applications for membership are made to the Board and are then considered at its next meeting or as soon as practicable.

CHIEF EXECUTIVE OFFICER: Angelo Fernandes (appointed 02.01.2024) Sheila Furlong MBE (resigned 28.02.2024)

### CHARITABLE STATUS

The Archway Foundation is a charity, registered in England, number 299533. It is also a company limited by guarantee, registered in England, number 2262206. The charity was established via the Memorandum and Articles of the Company.

### STATUS OF THE FOUNDATION

The Foundation is a registered charity and has no liability to Corporation Tax on its present activities.

The Foundation is a company limited by guarantee and has no share capital. Each member undertakes to subscribe a maximum of £1 in the event of a winding up of the Company.



Charity Reg: 299533 / Company No: 2262206

## STATEMENT OF THE RESPONSIBILITIES OF THE MANAGEMENT BOARD

Company law requires the Management Board to prepare financial statements for each financial year, which give a true and fair view of the affairs of the company and of the profit or loss for that period. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Board is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company. It is also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities and error.

## AIMS AND OBJECTIVES

Our charity's purposes as set out in the objects contained in the Company's Memorandum of Association are:

- 1) To provide a service for lonely and isolated people to alleviate their social isolation and to assist in solving, or in preventing, the development of mental health problems associated with loneliness.
- 2) To provide social activities and events for the lonely in and around Oxford, and to offer individual support and visits for such people where appropriate, against a background of a commitment to the practical application of Christian beliefs (with our service being accessible to all faiths and cultures).
- 3) To extend such a service to other areas of the United Kingdom by collaborating with other bodies with similar charitable objects and by establishing new branches of The Foundation having similar purposes and regulations to those of the Foundation.

In doing this we seek to ensure that the organisation maintains a strong team of trained volunteers to support both current and future needs.

- **Ensuring our work delivers our aims**

We review our aims, objectives, and activities each year, looking at the outcomes achieved, the benefit to the people we are there to help and the feedback we receive from them. This combined with the application of current research in the field of loneliness and mental health ensures that our aims, objectives, and activities remain focused on our stated purposes.

- **The focus of our work**

The main objectives for the year continued to be the provision of services to alleviate loneliness and the development of mental health problems. The strategies we used to meet these objectives included:

- Providing a range of services in response to local need for adults experiencing loneliness, social isolation and associated mental and social difficulties.
- Recruiting and training volunteers to support these services.
- Receiving referrals from, and making referrals to, other agencies to ensure the widest range of service is available that best matches the needs of the local population.

*Expansion to other parts of the UK is dependent upon additional resources to identify and respond to needs elsewhere, so for the present our work is locally focused.*

## **PUBLIC BENEFIT**

The Trustees have taken due account of the Charity Commission's guidance on Public Benefit when considering the activities and achievements of the Charity. We are providing public benefit by reducing the distress caused by loneliness and social isolation and the associated health risks. We do this by providing supportive social relationships through:

- An enquiry service
- Individual Support (by telephone)
- Individual Support (face-to-face)
- Small supportive social groups
- Invitations to occasional larger social events

- **An Enquiry Service**

In addition to individuals approaching Archway directly, referrals come through several individuals and organisations including Age UK, Social Prescribers, GPs, Housing Associations, Mental Health Charities, Mental Health teams, Social Care Managers, other Voluntary Organisations, family and friends. Whatever the route of referral, an informal meeting with each person referred enables the Archway team to assess levels of risk and vulnerability and to understand and support the individual's needs as far as possible whilst also ensuring that Archway can offer some direct help and can signpost to other sources of help if required.

- **Individual Support (by telephone)**

This service is for individuals whose physical and / or emotional challenges mean they are not yet ready for "in person" social contact or are on a waiting list for another part of our pathway of support. Each individual (known as an Archway Friend) is linked with a Volunteer, who will call them once every two weeks for social contact conversations and support. The calls will vary in length but are generally anywhere between 15 minutes and an hour – whatever works best for the Friend on any given day.



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- **Individual Support (Face-to-face)**

Our Face-to-Face Support Service is mainly for those who because of physical or mental health issues cannot engage with any form of social group activities. A Friend will be linked with a Volunteer who will meet them out of their home (e.g. for a coffee or a walk) or if the Friend is unable to leave their home for physical or mental/emotional health reasons, they will visit them at home. Individual Support Volunteers usually visit on a fortnightly basis. High demand for this service, increased complexity of needs of the people referred, and the localised challenges of volunteer recruitment have all resulted in a waiting list for this service.

- **Supportive Social Groups** These provide a monthly opportunity to meet in Oxford or Abingdon, offering a welcoming, safe and supportive environment in which Archway Friends can meet with and gain confidence in relating to others, develop new friendships and ultimately engage with people and activities in their local community. Friends unable to access groups independently are assessed for suitability for our volunteer transport service for which there is always higher demand than volunteer driver availability. A local taxi firm, Lightway Services, partnered with us to generously provide a car and driver to each Oxford group, currently at no cost to Archway.

- **Invitations to Larger Social Events**

A Gilbert and Sullivan evening, Carols and Mince Pies, afternoon concerts and cream teas have provided a varied selection of larger social opportunities to which Friends, volunteers and supporters have been invited.

## **VIEWS FROM THE WORLD HEALTH ORGANISATION COMMISSION ON SOCIAL CONNECTION**

<https://www.who.int/groups/commission-on-social-connection>

People across all age groups and all regions of the world are affected by loneliness and social isolation. Current global estimates suggest that 1 in 4 older adults experience social isolation and between 5 and 15 per cent of adolescents experience loneliness. Rates in low- and middle-income countries are comparable or higher than in high-income countries.

Social isolation and loneliness have serious, and still under-recognised, impacts on our health and lifespan.

People lacking social connection face a higher risk of early death. Social isolation and loneliness are also linked to anxiety, depression, suicide, and dementia and can increase risk of cardiovascular disease and stroke.

Social isolation and loneliness do not just harm individuals; they also have a negative impact on entire communities and societies. Research shows that their safety, prosperity, and effective governance depend greatly on the quality of the social connections within its neighbourhoods, workplaces, and schools.

## RESEARCH EVIDENCE OF HOW ALLEVIATING LONELINESS IS OF PUBLIC BENEFIT

- 48,000 people or 7% are either often or always lonely in our county (Oxfordshire Uncovered, OCF, 2023).
- Both social isolation and loneliness were associated with a greater risk of multiple health-risk behaviours including physical inactivity and smoking [Valtorta, N.K., Kanaan, M., Gilbody, S., Ronzi, S. and Hanratty, B., 2016. Loneliness and social isolation as risk factors for coronary heart disease and stroke: systematic review and meta-analysis of longitudinal observational studies. *Heart*, 102(13), pp.1009-1016.]
- Loneliness is a common experience; with a 'U' shaped population distribution, with those aged under 25 years and those aged over 55 years demonstrating the highest levels of loneliness (Hawkley and Cacioppo, 2010, Victor and Yang, 2012).
- Social isolation and loneliness adversely influence activities of daily living that include functional status (individual's ability to perform normal daily activities required to meet basic needs, fulfil usual roles, and maintain health and well-being) among older adults [Shankar, Aparna, et al. "Social isolation and loneliness: Prospective associations with functional status in older adults." *Health Psychology* 36.2 (2017): 179.]
- 5.0% of people in Great Britain (2.6 million adults) reported that they felt lonely "often" or "always" between 3 April and 3 May 2020, about the same proportion as pre-lockdown. (ONS <https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/bulletins/coronavirusandlonelinessgreatbritain/3aprilto3may2020>)

Overall, there is a wealth of evidence that the societal problem of loneliness and isolation, is increasing. The quantity and quality of evidence-based research is improving rapidly, giving ever stronger support to the links between a lack of social interaction and the onset of degenerative diseases such as Alzheimer's, an illness which costs the NHS an estimated £20 billion a year. In medical research, loneliness is linked to obesity, heart disease and depression. The links between **loneliness and mental health** are well documented and many enquirers present with a mental health condition. These range from mild depression to complex mental health problems including Acute social anxiety, Schizophrenia, Paranoid Schizophrenia, Schizo-affective disorder, Bipolar, Personality Disorders, Psychosis, OCD, Autism Spectrum Conditions.

### Volunteer Selection and Training

*"I've been privileged as a volunteer to walk alongside different people. For example, a young mum, two people from nursing homes that have since passed away, someone who lived on the streets, a couple who both have cerebral palsy. I've learned about myself, people, and the world through Archway. It's been humbling. It's the first time in my life that I've felt I've really made a difference."*

We are indebted to the team of dedicated volunteers who fulfil a range of roles. Volunteers apply by completing an application form. They are invited for a formal discussion and if both parties agree to proceed, they attend an Induction session in which confidentiality, boundaries, safeguarding, health and safety matters are covered. Two references are requested, and an enhanced DBS (Disclosure and Barring Service) check is made. Higher level training then follows appropriate to their role.

We offer on-going supervision and support via group and individual contact and provide written guidelines for each role. Currently, 79 volunteers support our organisation. A range of professionals (e.g. teachers, solicitors and counsellors) and non-professionals who volunteer for Archway. All volunteers are trained in loneliness awareness, safeguarding and confidentiality. We recruited and trained 18 new volunteers in the past year.

### Service User Involvement



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Feedback via surveys, phone calls and feedback sessions within groups have been ways in which Friends and volunteers give feedback, share ideas, and contribute to service development. The new social groups are developing their own shape, content and character based on the needs and expressed wishes of participants. We have recently developed a Friends and Volunteer Reference Group as a result of holding a focus group of 20 Friends and volunteers through which we can engage and consult about how Archway is developing and how well we are achieving our mission. We aim to meet every 6 months.

Here are some quotes from recent focus group:

“I’m invisible and a commodity, except for to Archway”,

“Archway is always part of me, always will be me”.

### **Communication**

A new website was developed and launched in 2023 and has had excellent reviews. However as fewer than 20% of Friends are digitally connected, we still rely on postal communication to inform Friends of events. Invitations are incorporated into the Bright Side Newsletter, a publication started on a monthly basis during the pandemic, now sent twice a year.

### **IMPACT OF OUR WORK**

Friends are able to receive a flexible pathway of support that meets their changing needs. We use a bespoke approach that is centred around loneliness and the attendant - often complex - physical, emotional and mental health needs it engenders. There is no one-size-fit-all approach to alleviating loneliness and studies have shown that bespoke approaches are more likely to reduce loneliness. Our services complement the aspects of physical and mental healthcare offered by other agencies such as the NHS, Social Services, Mental Health Teams etc. by offering broader community and social connections that go hand-in-hand to support Friends toward improved emotional and physical wellbeing.

We provide meaningful social contact and active listening, which allows Friends to discuss and reflect on their issues in safe, non-judgmental spaces with volunteers —either face-to-face individually or in a group, or via Telephone Support.

We create a network of support through collaboration with referrers and other agencies to access services, routes and activities that meet Friends wider needs around health, wellbeing and connection. The benefits are:

- Decreased feelings of loneliness and social isolation
- Greater opportunity for social contacts by attending small supportive social groups
- Increased self-esteem and confidence
- Sense of control and empowerment
- Improvements in psychological and / or mental wellbeing
- Positive mood and reduced anxiety and depression
- Less suicidal thoughts, thoughts of self-harming
- Decreased "existential loneliness" —a feeling of fundamental separateness from others and the wider world.



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We work with people who often have not seen or spoken with anyone for in excess of one week and our calls, visits and groups mean so much to them. Friends report:

- Fewer GP visits or non-emergency calls to emergency services
- Lower use of medication
- Fewer days in hospital
- Fewer times of crisis or needing admission to mental health services
- Feeling more a part of things
- Feeling more optimistic about the future
- Feeling that someone is thinking about and cares about them
- Feeling less lonely and isolated

### **PARTNERSHIPS, NETWORKS & COMMUNITY LINKS**

i) The CEO is part of a Charity Leaders Forum, The Suicide Multi Agency Group, The Berkshire, Oxfordshire and Buckinghamshire Health Alliance Mental Health Sub-Group and the ROBIN (Responsible Oxfordshire Business Involvement Network) and the Tackling Loneliness Hub.

ii) We work alongside and communicate regularly with referrers from a range of services to keep each other informed of our work, avoid duplication and signpost to each other's services.

iii) Our experience in working with adults with highly complex needs means we are often instrumental in bringing together staff from a number of agencies and organisations involved in supporting individuals so that a) clear lines of communication, expectations and boundaries can be agreed in order to provide the best level of support to the individual in need and b) to provide support to staff in other agencies who sometimes lack the experience and line managerial support to deal with challenging situations. This is time consuming but vital work in keeping people safe.

iv) We maintain our links with Mental Health Services and give presentations to health & social care staff about loneliness as well as our services. One of our Trustees is a former Director of Nursing for the local Health Trust and was awarded the OBE for services to nursing. Our CEO was a senior manager for a major mental health charity and was previously a commissioning officer for the County Council and local NHS Commissioning Group with responsibility for mental health voluntary sector services.

### **IMPROVING MONITORING AND DATA COLLECTION:**

The use of our LAMPLIGHT Database continues to develop in response to the changing shape of our services and to enable us to capture data to demonstrate the work we do and the impact our work has.

### **STAFFING CHANGES**

After 27 years leading the charity and a founder member, Sheila Furlong retired as CEO in February. Sheila has been at the core of creating the Archway we know today. She has taken Archway forward to create an organisation which is widely respected throughout Oxfordshire. When it was founded, Archway was a

pioneer in its field. Today, Archway remains at the forefront in both its understanding and response to the associated wide-ranging issues linked to loneliness. Sheila leaves with our gratitude and best wishes.

After a thorough recruitment process, the Trustees were delighted to announce the appointment of Angelo Fernandes as CEO from 2<sup>nd</sup> January 2024. Angelo brings a wealth of experience having spent fifteen years in senior roles in health and social care in the charitable and statutory sectors. He spent the previous 9 years at Response Oxford with 5 years as deputy CEO. We are delighted to welcome him on board.

As part of the continuing process to develop the Pathway of Support, Archway has recruited a Volunteer Manager and an additional Social Group Leader. Both appointments bring significant relevant experience and are settling in well.

## **ORGANISATIONAL AND FINANCIAL REVIEW**

The Finance and Strategy Group (a sub-group of the Board) closely monitors expenditure against budget, looks strategically ahead, reporting to and making recommendations for consideration by the Trustees at each Board meeting. It monitors the work of the Independent Fundraiser whose role is to work with the CEO in two main areas:

- 1) To secure the continuation of Archway and the provision of its services into the long term.
- 2) To provide the financial resources to support the growing demand for Archway's services in a manner which provides the right level of time/attention and is compliant with all statutory requirements.

Income falls into two elements – *unrestricted* core services funding, and *restricted* funding, primarily grants for specific projects such as National Lottery Community Fund for maintaining and developing aspects of our Social Group service, and grants focussing on particular aspects of our service, e.g. Mental Health Awareness Training. Income was slightly down on the figure in 2022/23 (which was a particularly strong year for donations) We continue to explore ways of diversifying our income in the longer term.

This year in addition we have been awarded £55,000 from the Edward Gostling Foundation with instructions under the Deed of Gift that it is to be treated as endowment over the next 5 years but may be used to top up reserves if they fall below 6 month's operating costs. It is shown in the accounts under the heading 'Endowment'.

## **RELIANCE ON INTANGIBLE INCOME**

Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

## **RESERVES POLICY**

At each Board meeting (bi-monthly) the Trustees review the reserves available to ensure that the charity can continue to meet its commitments and to ensure financial stability. A significant proportion of the charity's income is from grants, usually awarded competitively under specific criteria and for fixed periods (ranging normally from 1 to 5 years). It is important that we plan to maintain continuity as far as possible to cover a few months' gap in income between grants to ensure that we continue to meet the needs of those we serve, and to ensure we can retain staff (many of whom are very experienced). This need guides our reserves policy.



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The reserves policy is assessed annually. In general, the Trustees believe that the unrestricted reserves should if possible be adequate to cover 6 months of total expenditure, with the proviso that if they should fall below that level plans should be put in place to increase them over the next one to two financial years. This year the Edward Gostling foundation provides additional support for reserves if required. This year we have not needed to draw any money from this endowment.

## **FUTURE DEVELOPMENTS**

The Foundation will continue to seek grants and donations to enable it to support and develop its existing service in the Oxford & Abingdon area. The focus will be on

- Ensuring the long-term financial sustainability of Archway and diversifying funding opportunities.
- Implementing the learning and feedback from Friends, volunteers, staff and referrers.
- Working closely with other agencies, especially our colleagues in mental health and social care to ensure those whose loneliness, poor mental health, and other often complex needs, make it hard for them to access help, are supported in doing so.
- Assessing the level of accessibility, capability/desire to have digital access and work with other organisations helping to address the digital divide.
- Developing and implementing a Legacy Giving Strategy, establishing mutually beneficial links with local corporate organisations.
- IT provision, database management and systems to facilitate smooth running of the service and meet reporting requirements.
- Raising the profile of Archway to ensure widest possible reach to those in need of its services, particularly with younger people, in areas of deprivation and across the county as a whole.
- Building on and further developing links with community and faith groups to work in ways that will be of mutual benefit in responding to loneliness.
- Ensuring that the organisation is properly structured to support both current and future needs.

The overall aim is to provide a solid foundation that will ensure that Archway's services are readily accessible and available to all who need them in and around Oxfordshire, at the same time as establishing a strong platform to support other similar organisations in other counties. We remain concerned about loneliness in other areas, especially in rural settings and are keen to work in consultation with groups and communities wishing to respond to this need in their areas.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26<sup>th</sup> May 1988, and registered as a charity 11<sup>th</sup> July 1988. The company was established under a Memorandum of Association, which defines the objects and powers of the charitable company and is governed under its Articles.

### Recruitment and Appointment of Management Board

The directors of the Company are also charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Board. Under the requirements of the Memorandum and Articles of Association, the members of the Management Board are elected to serve for a three-year period after which they are entitled to stand for re-election at the next Annual General Meeting.



Charity Reg: 299533 / Company No: 2262206

All members of the Management Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 3 to the accounts.

As loneliness impacts across age, social and cultural groups and the charity serves people presenting with a range of complex needs, the Management Board seeks to ensure that the needs of its service users are reflected through the diversity and skill mix of the Trustee body.

### Trustee Induction and Training

The Trustees carry out regular review of the skills composition of the Board and, where deemed necessary, seeks to fill skill gaps with new Trustees recruited through local advertising and network contacts. Trustee induction includes individual time with the Chair of Trustees & CEO and opportunities to meet Friends (service users), volunteers and staff. A Trustee skills audit has confirmed that the board is equipped to be strong in all areas of governance and highlighted skills we may wish to stress we are looking for in any future Trustee recruitment.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, and links to on-line Charity Commission guidance. New Trustees visit one or more Social Groups to experience the service in action. All Trustees attend in house and external training relevant to their role.

Two trustees retired in the year. Sue Fulford who has served as Trustee for 20 years, being Secretary for most of that time, and Nigel Fulford who served for 14 years. We are grateful to both.

We were delighted to welcome Tessa Rea as Trustee and Anne Tarassenko as Trustee and Secretary. Both bring new skills and wide range of experience.

### Organisational Structure

Archway's Management Board is responsible for setting direction, defining policies and for ensuring strong governance in accordance with best practices. It meets six times per year. Sub-Groups, formed in response to service need, report into the Board. This year there have been four sub-groups in the areas of Finance & Strategy, Fund-Raising and Events, Keeping Archway Safe (which includes compliance with Health and Safety, Data Protection, Cybersecurity and Safeguarding), Policy Review and Development. Currently the Management Board has eleven members from a variety of professional backgrounds relevant to the work of the charity and its governance responsibilities. The CEO attends all Board meetings, and this year has participated in all of the Sub-Groups.

## RISK MANAGEMENT

The Company/Charity has a risk assessment policy that it reviews periodically. It holds a strategic risk register which is a tool that allows the Board and Executive to highlight and address significant risks facing the organisation. The major risks identified over the course of the year were as follows:

- i) Failure to support Archway activities with adequate funding, leading to a decline in financial reserves.
- ii) Ineffective safeguarding of Friends (service users), volunteers and staff to always ensure their wellbeing, health and safety.
- iii) Insufficient capacity of staff and volunteers to meet service and compliance needs.
- iv) Change of Chief Executive Officer leading to a loss of expertise and knowledge.

### Management of these risks:

- i) We have implemented a more sustainable fundraising approach by recruiting a fundraising organisation, Chell Perkins, to undertake grants and foundation fundraising on our behalf. We have also utilized a separate fundraiser to support us with fundraising activities into Oxford University colleges.
- ii) Safeguarding policy and procedures are reviewed annually. Staff and volunteers are trained in safeguarding and provided with regular supervision and support. Opportunities for Friends, volunteers, and staff to give feedback, make complaints/whistleblow ensure that the organisation is maximising its potential to reduce the identified risks. Safeguarding is addressed at Trustee led quarterly "Keeping Archway Safe" meetings. Registers are kept of Safeguarding incidents and are reviewed at these meetings to identify themes and actions. The process of safeguarding governance is also reviewed and reported back to the Board.
- iii) To date we have been successful in attracting high-calibre candidates for advertised roles. We are using a "matrix" approach to working with greater shared responsibility, transparency and efficiency in task allocation and prioritisation. We have a dedicated Volunteer Manager who ensures that recruitment and supervision of volunteers is robust.
- iv) There was a careful recruitment of a new CEO, involving Trustees, Friends, staff and volunteers. The Trustees ensured that alignment with Archway values, robust knowledge of the sector and significant experience were essential selection criteria. Although this was a high risk to Archway, we are delighted with the outcome and the way that the organisation, the previous CEO and the new CEO have worked to make this a successful transition.

Monitoring of the risks during the year has enabled the Company/Charity to manage risks effectively with good results.



Charity Reg: 299533 / Company No: 2262206

## FINANCIAL RESULTS AND INVESTMENT POLICY

The results for the year ended 30 June 2024 are set out in the financial statements on page 17. The Trustees consider the financial position of the Company/Charity to be satisfactory, notwithstanding the increasing challenges faced in providing essential services. They acknowledge with gratitude all those who have supported the Charity's/Company's work.

Overall, income excluding the endowment decreased by £20,507 (9%) from the previous financial year. However, with the endowment, total income was up by £34,493 (15%). As usual, some grant monies received during the year have in part been deferred to cover future expenditures. Overall expenditure increased by £12,921 (6%). These led to a deficit of £12,975 during the year compared with a surplus of £20,452 in 2022/3 when endowment income is excluded.

Reserves at year-end were £116,562 excluding the endowment, or £171,562 in all. The former figure represents approximately 6 months of total operating costs. This provides a solid position for the Foundation as we move to a new fundraising model.

Archway's investment policy is to maintain reserves in cash accounts with 95 days maximum notice of access.

Trustees are satisfied that the unrestricted reserves are sufficient to enable the Charity to continue in operation for at least 12 months from date of signing this report.

## SMALL COMPANY EXEMPTIONS

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 16th September 2024 and signed on its behalf by

.....  
**Anne Tarassenko, Secretary**



Charity Reg: 299533 / Company No: 2262206

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2024**

I report on the financial statements of the company for the year ended 30<sup>th</sup> June 2024, which are set out on pages 17 to 23.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

### **Respective Responsibilities of Trustees and Examiner**

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- 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 company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanation 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement on page 16.

**Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2024 (continued)**

**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 386 of the Companies Act 2006; and
- to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities have not been met;

or

(1) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Peter J. Stevenson

Peter J. Stevenson, FCA Chartered Accountant

8 Harbord Road

Oxford OX2 8LJ

Date: 16/09/2024

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2023 TO 30 JUNE 2024**

	2023-2024				2022/2023
	Unrestricted	Restricted	Endowment	Total	Total
<b>Income</b>					
Donations including Gift Aid	£40,741	£0	£0	£40,741	£66,621
Grants	£8,800	£154,245	£55,000	£218,045	£159,014
User contributions	£1,017	£0	£0	£1,017	£268
Fundraising events	£5,832	£0	£0	£5,832	£6,660
Bank Interest	£4,203	£0	£0	£4,203	£2,782
<b>Total Income</b>	<b>£60,593</b>	<b>£154,245</b>	<b>£55,000</b>	<b>£269,838</b>	<b>£235,345</b>
<b>Expenditure</b>					
**Raising funds	£13,821	£4,471	£0	£18,292	£17,317
Service delivery costs	£50,690	£135,531	£0	£186,221	£175,452
Office costs	£6,040	£15,066	£0	£21,106	£20,844
Volunteers' Expenses	£62	£2,119	£0	£2,181	£1,266
Governance Costs	£0	£13	£0	£13	£13
<b>Total Expenditure</b>	<b>£70,612</b>	<b>£157,201</b>	<b>£0</b>	<b>£227,814</b>	<b>£214,893</b>
<b>Net Income/Expenditure</b>	<b>-£10,019</b>	<b>-£2,956</b>	<b>£55,000</b>	<b>£42,025</b>	<b>£20,452</b>
<b>Transfers</b>					
Gross Transfers between funds - in					
Gross Transfers between funds - out					
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>-£10,019</b>	<b>-£2,956</b>	<b>£55,000</b>	<b>£42,025</b>	<b>£20,452</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	<b>£125,651</b>	<b>£3,886</b>	<b>£0</b>	<b>£129,537</b>	<b>£109,085</b>
<b>Total funds carried forward</b>	<b>£115,632</b>	<b>£930</b>	<b>£55,000</b>	<b>£171,562</b>	<b>£129,537</b>

N.B. There may be minor discrepancies in totals due to rounding errors

The comparable totals for the previous year (2022/23) are as follows (see detail on page 22):

Financial Year 22/23	Unrestricted	Restricted
Income	£82,581	£152,764
Expenditure	£65,732	£149,161

**BALANCE SHEET AT 30 JUNE 2024**

	30/06/2024	30/06/2023
<b>Current assets</b>		
Debtors	£4,113	£4,581
Cash at bank and in hand*	£201,495	£164,319
<b>Total Current Assets</b>	<b>£205,608</b>	<b>£168,900</b>
<b>Liabilities</b>		
Creditors: Amount Falling due in one year	-£4,554	-£4,971
Deferred income	-£29,493	-£34,392
<b>Total assets less current liabilities</b>	<b>£171,562</b>	<b>£129,537</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Fund	£115,632	£125,651
<b>Restricted **</b>		
Edward Gostling Endowment Fund	£55,000	
Other	£930	£3,886
<b>Total Restricted Funds</b>	<b>£55,930</b>	<b>£3,886</b>
<b>Total Reserves</b>	<b>£171,562</b>	<b>£129,537</b>
<b>Reserves</b>		
Surplus for the year	£42,025	£20,452
Starting balances	£129,537	£109,085
<b>Total Reserves</b>	<b>£171,562</b>	<b>£129,537</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)

\* Cash is held as follows:

CAF	£11,582
CAF Gold	£52,668
Cambridge & Counties	£55,000
Redwood	£82,000
Petty Cash	£245
	<u>£201,495</u>

\*\* Restricted Fund movements are detailed in Appendix 1 on page 23.



Charity Reg: 299533 / Company No: 2262206

The Directors consider that:

- a) For the year ended 30<sup>th</sup> June 2024 the Company was entitled to the exemption conferred by subsection (1) Section 477 of the Companies Act 2006.
- b) No member or members have deposited a notice requesting an audit for the current financial year under Section 476(b) of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring the Company keeps accounting records which comply with applicable law and regulations and preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of the Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved and authorised for issue by the Management Board on 16<sup>th</sup> September 2024

And signed on its behalf by

Secretary *Anne Tarassenko*  
.....

Anne Tarassenko

Treasurer *Penelope J Smith*  
.....

Penelope Smith



Charity Reg: 299533 / Company No: 2262206

## NOTES TO THE ACCOUNTS

For the year ended 30th June 2024

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 as amended by Update Bulletin 1 published on 2 February 2016 reflecting amendments to FRS102. FRS102 was applied for the first time for the year ended 30 June 2017.

The Charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the charities' ability to continue as a going concern for at least 12 months from the date of signing this Report and Financial Statements, in spite of the substantial deficit forecast for the year 2024-25. The trustees have taken advantage of the option, which does not require charities not meeting the definition of "larger" to present a cash flow statement in accordance with amendments to FRS102.

The following accounting policies have been adopted:

#### a) Accounting Convention

The financial statements are prepared under the historical cost convention.

#### b) Unrestricted Funds

Unrestricted funds represent donations, revenue grants, interest receivable and other income, which is expendable at the discretion of the Trustees in furtherance of the objects of the Foundation.

#### c) Restricted Funds

Restricted funds represent funding for specific charitable purposes. In cases where grants have been received during the year which include pre-planned or agreed expenditure for periods that extend beyond 30<sup>th</sup> June 2024, an appropriate proportion of such grants has been treated as deferred income.

#### d) Pension

The pension contributions made by the company are paid directly into employees' personal pension schemes.

### 2. STAFF

The staff team currently comprises 9 part-time individuals whose total hours represent 5.2 WTE. No employee earned £60,000 or above. Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

### 3. TRUSTEES

The Board of Trustees (Management Board) comprises eleven members. (Ten members 2022-23). The Trustees received no remuneration during the year (2022-23: nil). Expenses reimbursed to Trustees during the year totaled £0 (2022-23: £0).

### 4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	23/24	23/24	22/23	22/23
	Unres	Res	Unres	Res
Office Costs				158
Gift Aid	4,113		4,423	
<b>TOTAL</b>	<b>4,113</b>	<b>0</b>	<b>4,423</b>	<b>0</b>

### 5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

Creditors	23/24	23/24	22/23	22/23
	Unres	Res	Unres	Res
Deferred income		29,493		34,392
Independent Fundraiser	2,268		880	
Other	1,903	383	2,061	2,030
<b>TOTAL</b>	<b>4,171</b>	<b>29,876</b>	<b>2,941</b>	<b>36,422</b>

### 6. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £17,172 (£16,455: 2022/23). There is a contingent liability of £2,253 should the Foundation have no active members in the scheme at a future date, requiring it to be closed.

**STATEMENT OF FINANCIAL ACTIVITIES FOR  
THE PERIOD FROM 1 JULY 2022 TO 30 JUNE 2023**

	<b>2022-2023</b>		
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
<b>Income</b>			
Donations including Gift Aid	£66,621	£0	£66,621
Grants	£6,250	£152,764	£159,014
User contributions	£268	£0	£268
Fundraising events	£6,660	£0	£6,660
Bank Interest	£2,782	£0	£2,782
<b>Total Income</b>	<b>£82,581</b>	<b>£152,764</b>	<b>£235,345</b>
<b>Expenditure</b>			
**Raising funds	£9,531	£7,786	£17,317
Service delivery costs	£50,349	£125,103	£175,452
Office costs	£5,825	£15,019	£20,844
Volunteers' Expenses	£27	£1,239	£1,266
Governance Costs	£0	£13	£13
<b>Total Expenditure</b>	<b>£65,732</b>	<b>£149,161</b>	<b>£214,893</b>
<b>Net Income/Expenditure</b>	<b>£16,849</b>	<b>£3,604</b>	<b>£20,452</b>
<b>Transfers</b>			
Gross Transfers between funds - in			
Gross Transfers between funds - out			
<b>Other recognised gains / losses</b>			
<b>Net movement in funds</b>	<b>£16,849</b>	<b>£3,604</b>	<b>£20,452</b>
<b>Reconciliation of funds</b>			
<b>Total funds brought forward</b>	<b>£108,802</b>	<b>£283</b>	<b>£109,085</b>
<b>Total funds carried forward</b>	<b>£125,651</b>	<b>£3,886</b>	<b>£129,537</b>

## Appendix (i) Restricted Fund Movements

Restricted Fund movements comprise:

	A	B	C	D
Funding Programme	Total Res Income received in FY 23/24	Res Income recognised in FY 23/24	Res Income C/Fwd to FY 24/25	Res Expenditure in FY 23/24
<b>Major Grants FR *</b>				
NL-BFBC	£61,622	£56,831	£4,791	£60,717
NL-BFBC - Cost of Living Topup	£29,000	£20,542	£8,458	£20,542
Garfield Weston Foundation	£10,000	£10,000		£10,000
Mac Farlane Family Foundation	£15,000	£15,000		£15,000
AFA Volunteer Development	£8,950	£7,458	£1,492	£7,458
Middle Way Trust	£10,000	£7,273	£2,727	£7,273
Christ's Hospital	£13,109	£7,001	£6,108	£6,071
OCF - Pathways of support, awarded Jan 23	£6,591	£6,591		£6,591
Childwick, awarded May 2023	£6,667	£6,667		£6,667
<b>Small Grants FR*</b>				
PYE, 2nd Grant awarded in Nov 22	£883	£883		£883
McCarthy & Stone, 2nd Grant awarded May 23	£3,333	£3,333		£3,333
PF Charitable Trust	£3,000	£1,250	£1,750	£1,250
Shanly, awarded in Feb 23	£1,750	£1,750		£1,750
Stanton Ballard	£1,000	£1,000		£1,000
Helen Roll Grant/Rathbone Inv,	£9,167	£5,000	£4,167	£5,000
Charles Hayward, awarded June 23	£3,667	£3,667		£3,667
<b>Endowment Grant</b>				
Edward Gostling Endowment Fund	£55,000	£55,000		
	£238,738	<b>£209,245</b>	£29,493	<b>£157,201</b>

\*The restricted grant income is equally apportioned across the period for which the grant has been awarded.

**THE ARCHWAY FOUNDATION**

England & Wales - Charity number 299533

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# Accounts

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Charity Reg: 299533 / Company No: 2262206

# **THE ARCHWAY FOUNDATION**

**(A Company limited by Guarantee)**

## **Report and Financial Statements**

**Year ended 30th June 2023**

### **Patrons**

Sir Tony Baldry D.L.  
Sir Hugo Brunner JP  
Rt Rev Dr Steven Croft, Bishop of Oxford  
Mrs. Felicity Dick D.L.  
Mr. Jeremy Irons  
Lindsay Mackie  
Mike Wooldridge OBE

### **Registered Office**

New Marston Pastoral Centre  
Jack Straw's Lane  
Oxford OX3 ODL

### **Bankers**

CAF Bank Ltd  
Nationwide  
Redwood Bank

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Charity Reg: 299533 / Company No: 2262206

## REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2023.

### MEMBERS OF THE MANAGEMENT BOARD (Trustees and Directors)

The members of the Management Board who held office during the year are listed below.

Rosalind Margaret Alstead OBE

Christine Booty

Nigel Fulford

Sue Fulford (**Secretary**)

Charlotte Gelder (appointed 23.01.23.)

Priyanka Jha

Penelope Smith (**Treasurer**)

Chris Taft (**Chair**)

Alastair Turnbull

James Tweed (appointed 23.01.23.)

At the date of this report, all the existing Management Board members are members of the company. The liability of members is stated below.

Applications for membership are made to the Board and are then considered at its next meeting or as soon as practicable.

CHIEF EXECUTIVE OFFICER: Sheila Furlong MBE

### CHARITABLE STATUS

The Archway Foundation is a charity, registered in England, number 299533. It is also a company limited by guarantee, registered in England, number 2262206. The charity was established via the Memorandum and Articles of the Company.

### STATUS OF THE FOUNDATION

The Foundation is a registered charity and has no liability to Corporation Tax on its present activities.

The Foundation is a company limited by guarantee and has no share capital. Each member undertakes to subscribe a maximum of £1 in the event of a winding up of the Company.

## **STATEMENT OF THE RESPONSIBILITIES OF THE MANAGEMENT BOARD**

Company law requires the Management Board to prepare financial statements for each financial year, which give a true and fair view of the affairs of the company and of the profit or loss for that period. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Board is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company. It is also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities and error.

## **AIMS AND OBJECTIVES**

Our charity's purposes as set out in the objects contained in the Company's Memorandum of Association are:

- 1) To provide a service for lonely and isolated people to alleviate their social isolation and to assist in solving, or in preventing, the development of mental health problems associated with loneliness.
- 2) To provide social activities and events for the lonely in and around Oxford, and to offer individual support and visits for such people where appropriate, against a background of a commitment to the practical application of Christian beliefs (with our service being accessible to all faiths and cultures).
- 3) To extend such a service to other areas of the United Kingdom by collaborating with other bodies with similar charitable objects and by establishing new branches of The Foundation having similar purposes and regulations to those of the Foundation.

In doing this we seek to ensure that the organisation maintains a strong team of trained volunteers to support both current and future needs

- **Ensuring our work delivers our aims**

We review our aims, objectives, and activities each year, looking at the outcomes achieved, the benefit to the people we are there to help and the feedback we receive from them. This combined with the application of current research in the field of loneliness and mental health ensures that our aims, objectives, and activities remain focused on our stated purposes.

- **The focus of our work**

The main objectives for the year continued to be the provision of services to alleviate loneliness and the development of mental health problems. The strategies we used to meet these objectives included:

- Providing a range of services in response to local need for adults experiencing loneliness, social isolation and associated mental and social difficulties.
- Recruiting and training volunteers to support these services.
- Receiving referrals from and making referrals to other agencies to ensure the widest range of service is available that best matches the needs of the local population

*Expansion to other part of the UK is dependent upon additional resources to identify and respond to needs elsewhere so for the present our work is locally focused.*

## **PUBLIC BENEFIT**

The Trustees have taken due account of the Charity Commission's guidance on Public Benefit when considering the activities and achievements of the Charity. We are providing public benefit by reducing the distress caused by loneliness and social isolation and the associated health risks. We do this by providing supportive social relationships through:

- An enquiry service
- Individual Support (by telephone)
- Individual Support (face-to-face)
- Small supportive social groups
- Invitations to occasional larger social events

- **An Enquiry Service**

In addition to individuals approaching Archway directly, referrals come through several individuals and organisations including Age UK, Social Prescribers, GPs, Housing Associations, Mental Health Charities, Mental Health Teams, Social Care Managers, Other Voluntary Organisations, Family and Friends. Whatever the route of referral, an informal meeting with each person referred enables the Archway team to assess levels of risk and vulnerability and to understand and support the individual's needs as far as possible whilst also ensuring that Archway can offer some direct help and can signpost to other sources of help if required.

- **Individual Support (by telephone)**

This service is for individuals whose physical and / or emotional challenges mean they are not yet ready for "in person" social contact or are on a waiting list for another part of the pathway of support. Each individual (known as an Archway Friend) is linked with a Volunteer, who will call them once every two weeks for social contact conversations and support. The calls will vary in length but are generally anywhere between 15 minutes and an hour – whatever works best for the Friend on any given day.

- **Individual Support (Face-to-face)**

Our Face-to-Face Support Service is mainly for those who because of physical or mental health issues cannot engage with any form of social group activities. A Friend will be linked with a Volunteer who will meet them out of their home (e.g. for a coffee or a walk) or if the Friend is unable to leave their home for physical or mental/emotional health reasons, they will visit them at home. Individual Support Volunteers usually visit on a fortnightly basis. High demand for this service, increased complexity of needs of the people referred and the post pandemic challenges of volunteer recruitment has resulted in a waiting list for this service.

- **Supportive Social Groups**

These provide a monthly opportunity to meet in Oxford or Abingdon, offering a welcoming, safe and supportive environment in which Archway Friends can meet with and gain confidence in relating to others, develop new friendships and ultimately engage with people and activities in their local community. Friends unable to access independently are assessed for suitability for our volunteer transport service (for which there is always higher demand than volunteer driver availability). A local taxi firm is partnering with us to generously provide a car and driver to each Oxford group, currently at no cost to Archway.

- **Invitations to Larger Social Events**

A Gilbert and Sullivan evening, Carols and Mince Pies afternoon plus Fund-raising Cinema Evening, Quiz Night, Craft Fair and 2 Concerts have provided a varied selection of larger Social opportunities to which Friends, volunteers and supporters have been invited.

## **RESEARCH EVIDENCE OF HOW ALLEVIATING LONELINESS IS OF PUBLIC BENEFIT**

- Loneliness is a common experience; with a 'U' shaped population distribution, with those aged under 25 years and those aged over 55 years demonstrating the highest levels of loneliness (Hawkey and Caccioppo, 2010, Victor and Yang, 2012).
- Social isolation and loneliness adversely influence activities of daily living that include functional status (individual's ability to perform normal daily activities required to meet basic needs, fulfil usual roles, and maintain health and well-being) among older adults [Shankar, Aparna, et al. "Social isolation and loneliness: Prospective associations with functional status in older adults." Health Psychology 36.2 (2017): 179.]
- Both social isolation and loneliness were associated with a greater risk of being inactive, smoking, as well as reporting multiple health-risk behaviours including physical inactivity and smoking [Valtorta, N.K., Kanaan, M., Gilbody, S., Ronzi, S. and Hanratty, B., 2016. Loneliness and social isolation as risk factors for coronary heart disease and stroke: systematic review and meta-analysis of longitudinal observational studies. Heart, 102(13), pp.1009-1016.]
- 5.0% of people in Great Britain (2.6 million adults) reported that they felt lonely "often" or "always" between 3 April and 3 May 2020, about the same proportion as pre-lockdown. (ONS <https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/bulletins/coronavirusandlonelinessgreatbritain/3aprilto3may2020>)

Overall, there is thus a wealth of evidence that loneliness and isolation are increasing problems in society today. The quantity and quality of evidence-based research is increasing rapidly, giving ever stronger support to the links between a lack of social interaction and the onset of degenerative diseases such as Alzheimer's, an illness which costs the NHS an estimated £20 billion a year. In medical research, loneliness is linked to obesity, heart disease and depression.

The links between **loneliness and mental health** are well documented and almost all our enquirers present with a mental health condition. These range from mild depression to complex mental health problems including Acute Social Anxiety, Schizophrenia, Paranoid Schizophrenia, Schizo-affective disorder, Bipolar, Personality Disorders, Psychosis, OCD, and Autism Spectrum Conditions.

### **POST COVID 19 PANDEMIC IMPACT**

The COVID 19 pandemic had greatest impact on mental health, on young adults and on vulnerable groups including the elderly, those with underlying health conditions and those within ethnic communities. In **The British Red Cross Report, Life after lockdown tackling loneliness among those left behind** 41% of adults report feeling lonely after lockdown, 31% often feel alone as though they have no one to turn to, with 37% agreeing their neighbours are strangers and 33% not having had a meaningful conversation with someone in the past week. The report highlights that those at a greater risk of loneliness are

- people who live alone
- are self-isolated or shielded
- live with young children
- are from BAME backgrounds
- have a long-standing physical or mental impairment, health condition, illness, or disability are at greater risk of loneliness.

Locally, this is borne out by Archway's experience of increasing demand for its services. All the evidence shows that much more action is needed to support those going through loneliness. Archway's work not only addresses an obvious individual need but also helping to reduce time and cost pressures on an already stretched NHS.

### **Service User Involvement**

Feedback via surveys, phone calls and feedback sessions within groups have been ways in which Friends and volunteers give feedback, share ideas, and contribute to service development. The new social groups are developing their own shape, content and character based on the needs and expressed wishes of participants.

### **Volunteer Selection and Training**

Our services are heavily reliant on the team of dedicated volunteers who fulfil a range of roles. Volunteers apply by completing an application form. They are invited for a formal discussion and if both parties agree to proceed, they attend an Induction session in which confidentiality, boundaries, safeguarding, health and safety matters are covered. Two references are requested and an enhanced DBS (Disclosure and Barring Service) check is made. Higher level training then follows appropriate to their role.

We offer on-going supervision and support via group and individual contact and provide written guidelines for each role. Currently, 67 volunteers aged between 31 and 83 support our organisation. Our Volunteer Survey show an encouraging level of long-term commitment to Archway with 95% volunteering for more than one year and 80% of them volunteering for over 5 years 5of whom have volunteered for over 30 years.

### **Communication**

A new website was developed and launched this year and has had excellent reviews. However as fewer than 20% of Friends are digitally connected, we still rely on postal communication to inform Friends of events. Invitations are incorporated into the Bright Side Newsletter, a publication started on a monthly basis during the pandemic, now sent on a quarterly basis.

### **IMPACT OF OUR WORK**

Friends are able to receive a flexible pathway of support that meets their changing needs. We use a bespoke approach that is person-centred around chronic loneliness and the attendant - often complex - physical, emotional and mental health needs it engenders. There is no one-size-fit-all approach to alleviating loneliness in older population groups and studies have shown that bespoke approaches are more likely to reduce loneliness. Our services complement the aspects of physical and mental healthcare offered by other agencies such as the NHS, Social Services, Mental Health Teams etc.. by offering the broader community and social connections that go hand-in-hand to support Friends toward improved emotional and physical wellbeing.

We provide meaningful social contact and active listening, which allows Friends to discuss and reflect on their issues in safe, non-judgmental spaces with volunteers – either face-to-face individually or in a group, or via Telephone Support.

We create a network of support through collaboration with referrers and other agencies to access services, routes and activities that meet Friends wider needs around health, wellbeing and connection. The benefits are:

- Decreased feelings of loneliness and social isolation
- Greater opportunity for social contacts by attending small supportive social groups
- Increased self-esteem and confidence
- Sense of control and empowerment
- Improvements in psychological or mental wellbeing
- Positive mood and reduced anxiety and depression
- Less suicidal thoughts, thoughts of self-harming
- Decreased “existential loneliness” – feeling that no-one would care if they did not exist

We work with people who often have not seen or spoken with anyone for in excess of one week and our calls, visits and groups mean so much to them. Friends report:

- Fewer GP visits or non-emergency calls to emergency services
- Lower use of medication
- Fewer days in hospital
- Fewer times of crisis or needing admission to mental health services
- Feeling more a part of things
- Feeling more optimistic about the future
- Feeling that someone is thinking about and cares about them
- Feeling less lonely and isolated

#### **PARTNERSHIPS, NETWORKS & COMMUNITY LINKS**

i) The CEO is part of a Charity Leaders Forum, The Suicide Multi Agency Group, The Berkshire, Oxfordshire and Buckinghamshire Health Alliance Mental Health Sub-Group and the ROBIN (Responsible Oxfordshire Business Involvement Network), enabling good communication, and networks to be established and developed.

ii) We work alongside and communicate regularly with referrers from a range of services to keep each other informed of our work, avoid duplication and signpost to each other's services.

iii) Our experience in working with adults with highly complex needs means we are often instrumental in bringing together staff from a number of agencies and organisations involved in supporting individuals so that a) clear lines of communication, expectations and boundaries can be agreed in order to provide the best level of support to the individual in need and b) to provide support to staff in other agencies who sometimes lack the experience and line managerial support to deal with challenging situations. This is time consuming but vital work in keeping people safe.

iv) We maintain our links with Mental Health Services and give presentations to health & social care staff about loneliness as well as our services. One of our Trustees is a former Director of Nursing for the local Health Trust and was awarded the OBE for services to nursing. Our CEO is a qualified mental health nurse and was awarded the MBE for services to mental health.

## **IMPROVING MONITORING AND DATA COLLECTION:**

The use of our LAMPLIGHT Database continues to develop in response to the changing shape of our services and to enable us to capture data to demonstrate the work we do and the impact our work has.

## **STAFFING CHANGES**

In re-shaping our services post-pandemic we reviewed staffing roles and skill mix. This resulted in two Telephone Support Posts being made redundant. In addition, the Service Development Manager left, and funds were used to convert the Senior Practitioner role to that of Chief Operating Officer, and appoint a Volunteer Manager. A part time Social Group Leader role is currently vacant with a plan to advertise in the autumn. All front-line staff roles have been reviewed and where appropriate, new job descriptions written to reflect current work, roles, and responsibilities.

## **ORGANISATIONAL AND FINANCIAL REVIEW**

The Finance and Strategy Group (a sub-group of the Board) closely monitors expenditure against budget, looks strategically ahead, reporting to and making recommendations for consideration by the Trustees at each Board meeting. It monitors the work of the Independent Fundraiser whose role is to work with the CEO in two main areas:

- 1) To secure the continuation of Archway and the provision of its services into the long term.
- 2) To provide the financial resources to support the growing demand for Archway's services in a manner which provides the right level of time/attention and is compliant with all statutory requirements.

Income falls into two elements – *unrestricted* core services funding, and *restricted* funding, primarily grants for specific projects such as National Lottery Community Fund for maintaining and developing aspects of our Social Group service, and grants focussing on a particular aspect of our service, e.g., Passenger Assistance Training. Income is higher than forecast and has resulted in a small increase in our reserves but with the National Lottery grant ending in 2025, other grant income reliant on successful annual applications, and donor income uncertain in the current financial climate, we continue to explore ways of diversifying our income in the longer term.

## **RELIANCE ON INTANGIBLE INCOME**

Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal. Using the Oxford Living Wage to calculate the value of volunteer time, Archway volunteer input equates to £79,086 in the past year.

## **RESERVES POLICY**

At each Board meeting (bi-monthly) the Trustees review the reserves available to ensure that the charity can continue to meet its commitments and to ensure financial stability. A significant proportion of the charity's income, with corresponding staff and project costs (is from restricted grants, usually awarded competitively under specific criteria and for fixed periods (ranging normally from 1 to 5 years). Over the last two financial years approximately 2/3 of our income has been from restricted income. It is important that we plan to maintain continuity as far as possible to cover a few months' gap in income between grants to ensure that we continue to meet the needs of those we serve, and to ensure we can retain staff (many of whom are very experienced). This need guides our reserves policy.

The reserves policy is assessed annually. In general, the Trustees believe that the unrestricted reserves should be adequate to cover 6 months of total expenditure. However, it is accepted that on occasion it may be necessary to drop to 4 months reserves, with plans in place to increase them over the next one to two financial years.

## **FUTURE DEVELOPMENTS**

The Foundation will continue to seek grants and donations to enable it to support and develop its existing service in the Oxford & Abingdon area. The focus will be on

- Ensuring the long-term financial sustainability of Archway
- Implementing the learning and feedback from Friends, volunteers, staff and referrers.
- Working closely with other agencies, especially our colleagues in mental health and social care to ensure those whose loneliness, poor mental health, and other often complex needs, make it hard for them to access help, are supported in doing so.
- Assessing the level of accessibility, capability/desire to have digital access and work with other organisations helping to address the digital divide.
- Developing and implementing a Legacy Giving Strategy Establishing mutually beneficial links with local corporate organisations.
- IT provision, database management and systems to facilitate smooth running of the service and meet reporting requirements.
- Raising the profile of Archway to ensure widest possible reach to those in need of its services
- Building on and further developing links with community and faith groups to work in ways that will be of mutual benefit in responding to loneliness.
- Ensuring that the organisation is properly structured to support both current and future needs
- Recruit a new to expected vacancy in early 2024 when current post-holder retires

The overall aim is to provide a solid foundation that will ensure that Archway's services are readily accessible and available to all who need them in and around Oxfordshire, at the same time as establishing a strong platform to support other similar organisations in other counties. We remain concerned about loneliness in other areas, especially in rural settings and are keen to work in consultation with groups and communities wishing to respond to this need in their areas.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26<sup>th</sup> May 1988, and registered as a charity 11<sup>th</sup> July 1988. The company was established under a Memorandum of Association, which defines the objects and powers of the charitable company and is governed under its Articles.

### Recruitment and Appointment of Management Board

The directors of the Company are also charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Board. Under the requirements of the Memorandum and Articles of Association, the members of the Management Board are elected to serve for a three-year period after which they are entitled to stand for re-election at the next Annual General Meeting. All members of the Management Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 3 to the accounts.

As loneliness impacts across age, social and cultural groups and the charity serves people presenting with a range of complex needs, the Management Board seeks to ensure that the needs of its service users are reflected through the diversity and skill mix of the Trustee body.

### Equality and Diversity and Inclusion

As an organisation we are using the Oxfordshire Equality Framework; a resource designed to help and support organisations to

- support people and local communities
- review and improve the way they work
- provide equitable access to services and support for people living in Oxfordshire
- demonstrate senior leadership visibility and accountability for equality and inclusion
- encourage, promote, and put in place good practice
- share resources, training, and information
- benchmark their organisation
- help decide what steps to take to increase representation and reach
- demonstrate adoption of an informed approach to equality, diversity, equity, and inclusion
- work in partnership increase the engagement of under-represented, vulnerable, and marginalised people and communities

We have appointed a Diversity and Inclusion Trustee to spearhead this area of work.

### Trustee Induction and Training

The Trustees carry out regular review of the skills composition of the Board and, where deemed necessary, seeks to fill skill gaps with new Trustees recruited through local advertising and network contacts. Trustee induction includes individual time with the Chair of Trustees & CEO and opportunities to meet Friends (service users), volunteers and staff. A Trustee skills audit has confirmed that the board is equipped to be strong in all areas of governance and highlighted skills we may wish to stress we are looking for in any future Trustee recruitment. We successfully recruited two new trustees, one to fill the skills gap in HR expertise and a second to add additional experience in overall governance, project management and GDPR.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, and links to on-line Charity Commission guidance. New Trustees visit one or more Social Groups to experience the service in action. All Trustees attend in house and external training relevant to their role.

### Organisational Structure

Archway's Management Board is responsible for setting direction, defining policies and for ensuring strong governance in accordance with best practices. It meets six times per year. Sub-Groups, formed in response to service need, report into the Board. This year there have been seven sub-groups in the areas of Finance & Strategy, Corporate Fund-Raising, Event Fund-raising, Health and Safety, GDPR, Policy Review and Development, and CEO Recruitment. Currently the Management Board has ten members from a variety of professional backgrounds relevant to the work of the charity and its governance responsibilities. The CEO attends all Board meetings and this year has participated in six of the seven Sub-Groups.

### **RISK MANAGEMENT**

The Company/ Charity has a risk assessment policy that it reviews periodically. Most major risks identified remain essentially the same as in the previous year, namely:

- i) Failure to support Archway activities with adequate funding, leading to a decline in financial reserves
- ii) Effective safeguarding of Friends (service users), volunteers and staff to always ensure their health and safety
- iii) Failure to recruit staff to vacant posts and /or sufficient volunteers to meet service needs.
- iv) Breaches of confidentiality/ data protection

An additional risk this year lies in the need to appoint a new CEO in early 2024 owing to the retirement of our current CEO, who has been associated with the charity over a long period.

Management of these risks:

- i) We have been successful in attracting grant funding from funders new to our organisation and hope that these relationships can be developed to assist with securing multi-year grants. The capacity building funding from our recent National Lottery grant is being used to assist us in our strategy to diversify income streams. Work in this area has increased our donations over the last eighteen months, corporate and individual. Monthly reviews of the financial position against a forecast presented to the Board at the start of the financial year ensure timely decision making should income fall below requirements to maintain existing services.
- ii) Safeguarding policy and procedures are reviewed annually. Staff and volunteers are trained in Safeguarding and provided with regular supervision and support. Safeguarding and Health and Safety reports are presented at every Board Meeting. Registers are kept of any Health and Safety or Safeguarding incidents and reviewed to identify themes and actions. Opportunities for Friends, volunteers, and staff to give feedback, make complaints/whistle blow ensure that the organisation is maximising its potential to reduce the identified risks.
- iii) In a challenging recruitment environment, we offer flexible hybrid working, training and development opportunities and competitive pay to find high calibre candidates.
- iv) Confidentiality and Data Protection is included in training
- v) Additional risk (CEO appointment). A robust appointments process is in place and interviews are scheduled for September. A period of overlap with the current CEO is expected and built into the budget for 2023-24.

Monitoring of the risks during the year has enabled the Company/Charity to manage risks effectively and with good results.

## **FINANCIAL RESULTS AND INVESTMENT POLICY**

The results for the year ended 30 June 2023 are set out in the financial statements on pages 17 to 23. The Trustees consider the financial position of the Company/ Charity to be satisfactory, notwithstanding the impact of the Covid-19 pandemic and the increasing challenges faced in providing essential services. They acknowledge with gratitude all those who have supported the Charity's/ Company's work.

Overall income increased by £50,900 (+27%) leading to an increase in reserves of £20,452. Overall expenditure was largely stable, with a small decrease of £1,703 (0.8%) as the new changes to our services post Covid were fully established this year.

We have finished the financial year with a surplus of £20,452 compared with a deficit over the previous year (2021-22) of £32,152.



Charity Reg: 299533 / Company No: 2262206

Reserves at year-end were £129,537 and represent approximately 7 months of total operating costs. Although these are higher than the six months agreed in the reserves policy, the Trustees believe that we face particular risks over the next two years as we appoint a new CEO after a long period of stability and see the end of a 5-year major grant in January 2025. In addition, we are managing long term grants which are not inflation proofed in a time of high inflation.

The Company's investment policy is to maintain reserves in cash accounts with 95 days maximum notice of access.

### **SMALL COMPANY EXEMPTIONS**

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 18th September 2023 and signed on its behalf by

*S E Fulford*

.....  
**Sue Fulford, Secretary**

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2023**

I report on the financial statements of the company for the year ended 30<sup>th</sup> June 2023, which are set out on pages 17 to 23.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

### **Respective Responsibilities of Trustees and Examiner**

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- 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 company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanation 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement on page 17.

## Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2023 (continued)

### 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 386 of the Companies Act 2006; and
- to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities have not been met;

or

(1) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

*Peter J. Stevenson*

Peter J. Stevenson, FCA Chartered Accountant

8 Harbord Road

Oxford OX2 8LJ

Date: 18/09/ 2023

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2022 TO 30 JUNE 2023**

	2022-2023			2021/2022
	Unrestricted	Restricted	Total	Total
<b>Income</b>				
Donations including Gift Aid	£66,621	£0	£66,621	£54,762
Grants	£6,250	£152,764	£159,014	£125,442
User contributions	£268	£0	£268	£20
Fundraising events	£6,660	£0	£6,660	£3,305
Bank Interest	£2,782	£0	£2,782	£916
<b>Total Income</b>	<b>£82,581</b>	<b>£152,764</b>	<b>£235,345</b>	<b>£184,445</b>
<b>Expenditure</b>				
**Raising funds	£9,531	£7,786	£17,317	£14,514
Service delivery costs	£50,349	£125,103	£175,452	£174,914
Office costs	£5,825	£15,019	£20,844	£26,849
Volunteers' Expenses	£27	£1,239	£1,266	£307
Governance Costs	£0	£13	£13	£13
<b>Total Expenditure</b>	<b>£65,732</b>	<b>£149,161</b>	<b>£214,893</b>	<b>£216,596</b>
<b>Net Income/Expenditure</b>	<b>£16,849</b>	<b>£3,604</b>	<b>£20,452</b>	<b>-£32,152</b>
<b>Transfers</b>				
Gross Transfers between funds - in				£5,500
Gross Transfers between funds - out				-£5,500
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>£16,849</b>	<b>£3,604</b>	<b>£20,452</b>	<b>-£32,152</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>£108,802</b>	<b>£283</b>	<b>£109,085</b>	<b>£141,237</b>
<b>Total funds carried forward</b>	<b>£125,651</b>	<b>£3,886</b>	<b>£129,537</b>	<b>£109,085</b>

N.B. There may be minor discrepancies in totals due to rounding errors

\*\*In FY 21/22 Financial Statement the spend on Capacity Building (included in the NL\_BFBC grant from the National Lottery Community Fund) were included in Service Delivery Costs. These costs are now included more accurately under 'Raising Funds', with the FY21/22 totals adjusted to show a similar allocation

The comparable totals for the previous year (2021/22) are as follows (see detail on page 23):

Financial Year 21/22	Unrestricted	Restricted
Income	£64,252	£120,192
Expenditure	£84,131	£132,466

**BALANCE SHEET AT 30 JUNE 2023**

	<b>30/06/2023</b>	<b>30/06/2022</b>
<b>Current assets</b>		
Debtors	£4,581	£4,391
Cash at bank and in hand*	£164,319	£163,008
	<b>£168,900</b>	<b>£167,398</b>
<b>Liabilities</b>		
Creditors: Amount falling due in one year	-£4,971	-£2,145
Deferred income	-£34,392	-£56,168
<b>Total assets less current liabilities</b>	<b>£129,537</b>	<b>£109,085</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Fund	£125,651	£108,802
<b>Restricted **</b>		
National Lottery	£3,886	£0
Other	£0	£282
<b>Total Restricted Funds</b>	<b>£3,886</b>	<b>£282</b>
<b>Total Reserves</b>	<b>£129,537</b>	<b>£109,085</b>
<b>Reserves</b>		
Surplus/(deficit) for the year	£20,452	-£32,152
Starting balances	£109,085	£141,237
<b>Total Reserves</b>	<b>£129,537</b>	<b>£109,085</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)

\* Cash is held as follows:

CAF	£61,644
Nationwide	£20,219
Redwood	£82,389
Petty Cash	£66
	<u>£164,319</u>

\*\* Restricted Fund movements are detailed in Appendix 1 on page 23.



Charity Reg: 299533 / Company No: 2262206

The Directors consider that:

- a) For the year ended 30<sup>th</sup> June 2023 the Company was entitled to the exemption conferred by subsection (1) Section 477 of the Companies Act 2006.
- b) No member or members have deposited a notice requesting an audit for the current financial year under Section 476(b) of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring the Company keeps accounting records which comply with applicable law and regulations and preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of the Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved and authorised for issue by the Management Board on 18<sup>th</sup> September 2023

And signed on its behalf by

Secretary S E Fulford

Sue Fulford

Treasurer Penelope J Smith

Penelope Smith

## NOTES TO THE ACCOUNTS

For the year ended 30th June 2023

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 as amended by Update Bulletin 1 published on 2 February 2016 reflecting amendments to FRS102. FRS102 was applied for the first time for the year ended 30 June 2017.

The Charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the charities' ability to continue as a going concern for at least 12 months from the date of signing this Report and Financial Statements, in spite of the substantial deficit forecast for the year 2022-23. The trustees have taken advantage of the option, which does not require charities not meeting the definition of "larger" to present a cash flow statement in accordance with amendments to FRS102.

The following accounting policies have been adopted:

#### a) Accounting Convention

The financial statements are prepared under the historical cost convention

#### b) Unrestricted Funds

Unrestricted funds represent donations, revenue grants, interest receivable and other income, which is expendable at the discretion of the Trustees in furtherance of the objects of the Foundation.

#### c) Restricted Funds

Restricted funds represent funding for specific charitable purposes. In cases where grants have been received during the year which include pre-planned or agreed expenditure for periods that extend beyond 30<sup>th</sup> June 2022, an appropriate proportion of such grants has been treated as deferred income.

#### d) Pension

The pension contributions made by the company are paid directly into employees' personal pension schemes.

### 2. STAFF

The staff team currently comprises 8 part-time individuals whose total hours represent 4.7 WTE). A vacancy for 21 hours is due to be advertised soon. No employee earned £60,000 or above. Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

### 3. TRUSTEES

The Board of Trustees (Management Board) comprises ten members. (Eight members 2021-22). The Trustees received no remuneration during the year (2021-22: nil). Expenses reimbursed to Trustees during the year totaled £0 (2021-22: £0).

#### 4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	22/23	22/23	21/22	21/22
	Unrestricted	Restricted	Unrestricted	Restricted
Office Costs		£158		
Gift Aid	4,423		4,391	
<b>TOTAL</b>	<b>4,423</b>	<b>158</b>	<b>4,391</b>	<b>0</b>

#### 5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

Creditors	22/23	22/23	21/22	21/22
	Unrestricted	Restricted	Unrestricted	Restricted
Deferred income		34,392		56,168
Independent Fundraiser	880		440	
Other	2,061	2,030	1,705	
<b>TOTAL</b>	<b>2,941</b>	<b>36,422</b>	<b>2,145</b>	<b>56,168</b>

#### 6. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £16,455 (£15,675: 2021/22). There is a contingent liability of £2,768 should the Foundation have no active members in the scheme at a future date, requiring it to be closed.

**STATEMENT OF FINANCIAL ACTIVITIES FOR  
THE PERIOD FROM 1 JULY 2021 TO 30 JUNE 2022**

	2021-2022		Total
	Unrestricted	Restricted	
<b>Income</b>			
Donations including Gift	£52,762	£2,000	£54,762
Grants	£7,250	£118,192	£125,442
User contributions	£20	£0	£20
Fundraising events	£3,305	£0	£3,305
Bank Interest	£916	£0	£916
<b>Total Income</b>	<b>£64,252</b>	<b>£120,192</b>	<b>£184,445</b>
<b>Expenditure</b>			
Raising funds	£8,520	£5,994	£14,514
Service delivery costs	£66,536	£108,378	£174,914
Office costs	£9,043	£17,806	£26,849
Volunteers' Expenses	£32	£276	£307
Governance Costs	£0	£13	£13
<b>Total Expenditure</b>	<b>£84,131</b>	<b>£132,466</b>	<b>£216,596</b>
<b>Net Income/Expenditure</b>	<b>£-19,878</b>	<b>£-12,274</b>	<b>£-32,152</b>
<b>*Transfers</b>			
Gross Transfers between funds - in	£5,500		£5,500
Gross Transfers between funds - out	£-5,500		£-5,500
<b>Other recognised gains / losses</b>			
<b>Net movement in funds</b>	<b>£-19,878</b>	<b>£-12,274</b>	<b>£-32,152</b>
<b>Reconciliation of funds</b>			
<b>Total funds brought forward</b>	<b>£128,680</b>	<b>£12,556</b>	<b>£141,237</b>
<b>Total funds carried forward</b>	<b>£108,802</b>	<b>£283</b>	<b>£109,085</b>

## Appendix (i) Restricted Fund Movements

Restricted Fund movements comprise:

<b>Funding Programme</b>	<b>Total Res Income received in FY 22/23</b>	<b>Res Income recognised in FY 22/23</b>	<b>Res Income C/Fwd to FY 23/24</b>	<b>Res Expenditure in FY 22/23</b>
<b>Major Grants FR</b>				
NL-BFBC	£70,892	£66,196	£4,696	£62,310
OCF - Loneliness and Isolation Grant	£4,961	£4,961		£4,961
AFA - Rebuilding Community Connections	£8,313	£8,313		£8,596
Edward Gostling	£18,333	£18,333		£18,333
OCF - Post pandemic transition report	£9,576	£9,576		£9,576
Christ's Hospital Abingdon, awarded in Oct 22	£11,730	£9,091	£2,639	£9,091
OCF - Pathways of support, awarded Jan 23	£13,181	£6,591	£6,591	£6,591
Childwick, awarded May 2023	£8,000	£1,333	£6,667	£1,333
<b>Small Grants FR</b>				
PYE, 2nd Grant awarded in Nov 22	£3,483	£2,600	£883	£2,600
McCarthy & Stone, 2nd Grant awarded May 23	£7,375	£4,042	£3,333	£4,042
Arnold Clark	£750	£750		£750
Masonic	£4,840	£4,840		£4,840
Souter	£2,622	£2,622		£2,622
Singer	£5,000	£5,000		£5,000
Shanly, awarded in Feb 23	£3,000	£1,250	£1,750	£1,250
Stanton Ballard	£1,000	£1,000		£1,000
Helen Roll Grant/Rathbone Inv, awarded May 23	£5,000	£833	£4,167	£833
Charles Hayward, awarded June 23	£4,000	£333	£3,667	£333
<b>Other Grants</b>				
County Councillor Grant	£100	£100		£100
<b>Ox City Council</b>				
OCityC - 1 year Grant (May - Apr 22)	£4,500	£4,500		£4,500
OCityC - 1 year Impact Grant	£500	£500		£500
	<b>£187,157</b>	<b>£152,764</b>	<b>£34,392</b>	<b>£149,161</b>

\*The restricted income is equally apportioned across the period for which the grant has been awarded.

**THE ARCHWAY FOUNDATION**

England & Wales - Charity number 299533

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# Accounts

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Charity Reg: 299533 / Company No: 2262206

# **THE ARCHWAY FOUNDATION**

**(A Company limited by Guarantee)**

## **Report and Financial Statements**

**Year ended 30th June 2022**

### **Patrons**

Sir Tony Baldry D.L.  
Sir Hugo Brunner JP  
Rt Rev Dr Steven Croft, Bishop of Oxford  
Mrs. Felicity Dick D.L.  
Mr. Jeremy Irons  
Lindsay Mackie  
Mike Wooldridge OBE

### **Registered Office**

New Marston Pastoral Centre  
Jack Straw's Lane  
Oxford OX3 ODL

### **Bankers**

CAF Bank Ltd



Charity Reg: 299533 / Company No: 2262206

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Balance Sheet	17-19
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Statement of Financial Activities: 2020-21	22

## REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2022.

### MEMBERS OF THE MANAGEMENT BOARD (Trustees and Directors)

The members of the Management Board who held office during the year are listed below.

Rosalind Margaret Alstead OBE  
Christine Booty (appointed 20.09.21.)  
Nigel Fulford  
Sue Fulford (**Secretary**)  
Priyanka Jha  
Margaret McManus (resigned 20.09.21)  
Annette (Sue) Saville (resigned 25.01.22.)  
Penelope Smith (**Treasurer**)  
Chris Taft (**Chair**)  
Alastair Turnbull (appointed 22.11.21)

At the date of this report, all the existing Management Board members are members of the company. The liability of members is stated below.

Applications for membership are made to the Board and are then considered at its next meeting or as soon as practicable.

CHIEF EXECUTIVE OFFICER: Sheila Furlong MBE

### CHARITABLE STATUS

The Archway Foundation is a charity, registered in England, number 299533. It is also a company limited by guarantee, registered in England, number 2262206. The charity was established via the Memorandum and Articles of the Company.

### STATUS OF THE FOUNDATION

The Foundation is a registered charity and has no liability to Corporation Tax on its present activities.

The Foundation is a company limited by guarantee and has no share capital. Each member undertakes to subscribe a maximum of £1 in the event of a winding up of the Company.

## **STATEMENT OF THE RESPONSIBILITIES OF THE MANAGEMENT BOARD**

Company law requires the Management Board to prepare financial statements for each financial year, which give a true and fair view of the affairs of the company and of the profit or loss for that period. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Board is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company. It is also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities and error.

## **AIMS AND OBJECTIVES**

Our charity's purposes as set out in the objects contained in the Company's Memorandum of Association are:

- 1) To provide a service for lonely and isolated people to alleviate their social isolation and to assist in solving, or in preventing, the development of mental health problems associated with loneliness.
- 2) To provide social activities and events for the lonely in and around Oxford, and to offer individual support and visits for such people where appropriate, against a background of a commitment to the practical application of Christian beliefs (with our service being accessible to all faiths and cultures).
- 3) To extend such a service to other areas of the United Kingdom by collaborating with other bodies with similar charitable objects and by establishing new branches of The Foundation having similar purposes and regulations to those of the Foundation.

In doing this we seek to ensure that the organisation maintains a strong team of trained volunteers to support both current and future needs

- **Ensuring our work delivers our aims**

We review our aims, objectives, and activities each year, looking at the outcomes achieved, the benefit to the people we are there to help and the feedback we receive from them. This combined with the application of current research in the field of loneliness and mental health ensures that our aims, objectives, and activities remain focused on our stated purposes.

- **The focus of our work**

The main objectives for the year continued to be the provision of services to alleviate loneliness and the development of mental health problems. The strategies we used to meet these objectives included:

- Providing a range of services in response to local need for adults experiencing loneliness, social isolation and associated mental and social difficulties.
- Recruiting and training volunteers to support these services.
- Receiving referrals from and making referrals to other agencies to ensure the widest range of service is available that best matches the needs of the local population

*Expansion to other part of the UK is dependent upon additional resources to identify and respond to needs elsewhere so for the present our work is locally focused.*

## **PUBLIC BENEFIT**

The Trustees have taken due account of the Charity Commission's guidance on Public Benefit when considering the activities and achievements of the Charity. We are providing public benefit by reducing loneliness and its associated health risks through the range of services we offer.

- **An Enquiry Service**

In addition to individuals approaching Archway directly, referrals come through several individuals and organisations including Age UK, Social Prescribers, GPs, Housing Associations, Mental Health Charities, Mental Health teams, Social Care Managers, Other Voluntary Organisations, Family and Friends. Whatever the route of referral, an informal meeting with each person referred enables the Archway team to assess levels of risk and vulnerability and to understand and support the individual's needs as far as possible whilst also ensuring that Archway can offer some direct help and can signpost to other sources of help if required.

- **Telephone Support Service**

At the initial "lockdown" in March 2020 when social restrictions were introduced, we introduced a Telephone Support Service. This has continued to be a lifeline for the 202 people receiving this service, the majority struggling with physical and / or emotional challenges prior to the pandemic and many experiencing high levels of anxiety about leaving the house/ meeting people face-to-face. Rather than being a "stop-gap" measure, our experience of delivering this service and the feedback from recipients has resulted in it now forming an essential part of the pathway of support we offer.

- **'The Bright Side'**

As the majority of Archway Friends (service users) are not digitally connected, the monthly circulation of 'The Bright Side' newsletter published in hard copy, has provided an opportunity for readers to contribute poems, stories, artwork etc. and receive information on the latest Government guidance on Covid restrictions. It has served as a reminder to recipients that although they may be living on their own, they have not been forgotten about. Regular circulation ended as social restrictions were lifted but occasional issues will be produced when important messages need to be communicated.

- **Individual Support Service**

This service is mainly for those who because of physical or mental health issues cannot engage with any form of social group activities. Individual Support Volunteers usually visit on a fortnightly basis. High demand for this service along with the pandemic restrictions, increased complexity of needs of the people referred and, in some instances, their geographical location has resulted in a long waiting list for this service.

- **Supportive Social Groups**

In recognition of the need for well ventilated easily accessible spaces and the anxieties around returning to fact-to-face contact, a Focus Group of representatives from all our previously held groups met to discuss the shape of Archway's services post pandemic. From this a series of post covid recovery groups were held using a trauma informed approach to allow participants the space to share what their pandemic experience had been and their needs going forward. From this we have developed a programme of groups offering supportive social contact with a focus on building social confidence, establishing meaningful social connection with others and where possible, moving through to engage in groups and activities in the community. These groups started meeting in May 2022.

A five-year National Lottery Community Fund grant awarded in 2019 is contributing to this work but additional funding will be needed as we transition from pandemic work to post-pandemic recovery and to meet the continuing demand for our services.

- **Special Events**

The pandemic restrictions put these on hold but knowing how challenging a time Christmas can be for our Archway Friends we organised socially distanced face-to-face welfare checks and doorstep deliveries of 193 Goody Bags and posted 47 to those we couldn't deliver to. This gave such a positive uplift for Friends and volunteers as well as enabling us to identify needs and situations not obvious via telephone.

## **RESEARCH EVIDENCE OF HOW ALLEVIATING LONELINESS IS OF PUBLIC BENEFIT**

- Loneliness is a common experience; with a 'U' shaped population distribution, with those aged under 25 years and those aged over 55 years demonstrating the highest levels of loneliness (Hawkey and Caccioppo, 2010, Victor and Yang, 2012).
- Social isolation and loneliness adversely influence activities of daily living that include functional status (individual's ability to perform normal daily activities required to meet basic needs, fulfil usual roles, and maintain health and well-being) among older adults [Shankar, Aparna, et al. "Social isolation and loneliness: Prospective associations with functional status in older adults." *Health Psychology* 36.2 (2017): 179.]
- Both social isolation and loneliness were associated with a greater risk of being inactive, smoking, as well as reporting multiple health-risk behaviours including physical inactivity and smoking [Valtorta, N.K., Kanaan, M., Gilbody, S., Ronzi, S. and Hanratty, B., 2016. Loneliness and social isolation as risk factors for coronary heart disease and stroke: systematic review and meta-analysis of longitudinal observational studies. *Heart*, 102(13), pp.1009-1016.]
- 5.0% of people in Great Britain (2.6 million adults) reported that they felt lonely "often" or "always" between 3 April and 3 May 2020, about the same proportion as pre-lockdown. (ONS <https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/bulletins/coronavirusandlonelinessgreatbritain/3aprilto3may2020>)

Overall, there is thus a wealth of evidence that loneliness and isolation are increasing problems in society today. The quantity and quality of evidence-based research is increasing rapidly, giving ever stronger support to the links between a lack of social interaction and the onset of degenerative diseases such as Alzheimer's, an illness which costs the NHS an estimated £20 billion a year. In medical research, loneliness is linked to obesity, heart disease and depression.

The links between **loneliness and mental health** are well documented and almost all our enquirers present with a mental health condition. These range from mild depression to complex mental health problems including Acute social anxiety, Schizophrenia, Paranoid Schizophrenia, Schizo-affective disorder, Bipolar, Personality Disorders, Psychosis, OCD, Autism Spectrum Conditions.

### **IMPACT OF THE COVID19 PANDEMIC**

The COVID 19 pandemic has had greatest impact on mental health, on young adults and on vulnerable groups including the elderly, those with underlying health conditions and those within ethnic communities. In **The British Red Cross Report, Life after lockdown tackling loneliness among those left behind** 41% of adults report feeling lonely after lockdown, 31% often feel alone as though they have no one to turn to, with 37% agreeing their neighbours are strangers and 33% not having had a meaningful conversation with someone in the past week. The report highlights that those at a greater risk of loneliness are

- people who live alone
- are self-isolated or shielded
- live with young children
- are from BAME backgrounds
- have a long-standing physical or mental impairment, health condition, illness, or disability are at greater risk of loneliness.

Locally, this is borne out by Archway's experience of increasing demand for its services. All the evidence shows that much more action is needed to support those going through loneliness. Archway's work not only addresses an obvious individual need but also helping to reduce time and cost pressures on an already stretched NHS.

### **Service User Involvement**

During the pandemic, feedback via surveys, phone calls and focus groups have been ways in which Friends and volunteers give feedback, share ideas, and contribute to service development. The new social groups are developing their own shape, content and character based on the needs and expressed wishes of participants.

### **Volunteer Selection and Training**

Our services are heavily reliant on the team of dedicated volunteers who fulfil a range of roles. During the pandemic, roles have been restricted to Individual Support Volunteer, Telephone Support Volunteer, Mailing Assistant, and Fundraising Group member. As new social groups have started, we have delivered a new training programme to prepare and equip existing volunteers for their participation in these. Volunteers apply by completing an application form. They are invited for a formal discussion and if both parties agree to proceed, they attend an Induction session in which confidentiality, boundaries, safeguarding, health and safety matters are covered. Two references are requested and an enhanced DBS (Disclosure and Barring Service) check is made. Higher level training then follows appropriate to their role.



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We offer on-going supervision and support via group and individual contact and provide written guidelines for each role. Currently, 93 volunteers aged between 24 and 95 support our organisation. Our Volunteer Survey show an encouraging level of long-term commitment to Archway with 95% have been volunteering for more than one year and 51 over 5 years, 4 of whom have volunteered for over 30 years.

### **IMPACT OF OUR WORK**

A survey was undertaken using a random sample of Friends receiving Telephone Support. Prior to receiving telephone support 43% reported feeling lonely always or often (compared with ONS Surveys showing 5% of general population reporting this level of loneliness) and 51% often feeling isolated from others. Having received Telephone support (55% for between 18 and 24 months, 28% for 12 to 18 months and 17% for less than a year), 83% reported feeling less lonely, 98% said they felt more connected, 85% stated they felt more confident and 64% described feeling more able to trust others.

### **PARTNERSHIPS, NETWORKS & COMMUNITY LINKS**

i) The CEO is part of a Charity Leaders Forum, The Suicide Multi Agency Group, The Berkshire, Oxfordshire and Buckinghamshire Health Alliance Mental Health Sub-Group and the ROBIN (Responsible Oxfordshire Business Involvement Network), enabling good communication, and networks to be established and developed.

ii) We work alongside and communicate regularly with Age UK Oxfordshire and the Oxford Hub, to keep each other informed of our work, avoid duplication and signpost to each other's services.

iii) Our experience in working with adults with highly complex needs means we are often instrumental in bringing together staff from a number of agencies and organisations involved in supporting individuals so that a) clear lines of communication, expectations and boundaries can be agreed in order to provide the best level of support to the individual in need and b) to provide support to staff in other agencies who sometimes lack the experience and line managerial support to deal with challenging situations. This is time consuming but vital work in keeping people safe.

iv) We maintain our links with Mental Health Services with one of their lead clinicians providing 6-weekly clinical supervision and guidance on supporting Friends who present with complex mental health needs and challenging behaviours. We also give presentations to health & social care staff about loneliness and our services. One of our Trustees is a former Director of Nursing for the local Health Trust is Our CEO is a qualified mental health nurse and this year was awarded the MBE for services to mental health.

### **IMPROVING MONITORING AND DATA COLLECTION:**

The use of our LAMPLIGHT Database continues to develop in response to the changing shape of our services and to enable us to capture data to demonstrate the work we do and the impact our work has.

## **STAFFING CHANGES**

Two staff left during the year, with one new person appointed, an internal promotion made, and some additional hours given to existing part time staff. As we emerge from pandemic focussed work into developing a new pathway of support, all front-line staff roles have been reviewed and where appropriate, new job descriptions written to reflect current work, roles, and responsibilities.

## **ORGANISATIONAL AND FINANCIAL REVIEW**

The Finance and Strategy Group (a sub-group of the Board) closely monitors expenditure against budget, looks strategically ahead, reporting to and making recommendations for consideration by the Trustees at each Board meeting. It monitors the work of the Independent Fundraiser whose role is to work with the CEO in two main areas:

- 1) To secure the continuation of Archway and the provision of its services into the long term.
- 2) To provide the financial resources to support the growing demand for Archway's services in a manner which provides the right level of time/attention and is compliant with all statutory requirements.

Income falls into two elements – *unrestricted* core services funding, and *restricted* funding, primarily grants for specific projects such as National Lottery Community Fund for maintaining and developing aspects of our Social Group service, and grants focussing on particular aspect of our service, e.g., Telephone Support. Income from donations, although lower than last year, have been higher than forecast. Grant income has been lower than forecast and it has been necessary to use some of our reserves to maintain core services. We continue to explore ways of diversifying our income in the longer term.

## **RELIANCE ON INTANGIBLE INCOME**

Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal. Using the Oxford City Council Formulae for calculating the value of volunteer time, Archway volunteer input equates to £120,000 per year.

## **RESERVES POLICY**

At each Board meeting (bi-monthly) the Trustees review the reserves available to ensure that the charity can continue to meet its commitments and to ensure financial stability. A significant proportion of the charity's income, with corresponding staff and project costs (90% in 2021-22), is from restricted grants, usually awarded competitively under specific criteria and for fixed periods (ranging normally from 1 to 5 years). It is important that we plan to maintain continuity as far as possible to cover a few months' gap in income between grants to ensure that we continue to meet the needs of those we serve, and to ensure we can retain staff (many of whom are very experienced). This need guides our reserves policy.

The reserves policy is assessed annually. In general, the Trustees believe that the unrestricted reserves should be adequate to cover 6 months of total expenditure. However it is accepted that on occasion it may be necessary to drop to 4 months reserves, with plans in place to increase them over the next one to two financial years.

## **FUTURE DEVELOPMENTS**

The Foundation will continue to seek grants and donations to enable it to support and develop its existing service in the Oxford & Abingdon area. The focus will be on

- Ensuring the long-term financial sustainability of Archway
- Implementing the learning and feedback from our COVID work to shape our new pathway of support incorporating Individual Support (both Telephone & Face-to-face), Supportive Social Groups and the necessary support to access other external services and help as appropriate.
- Working closely with other agencies, especially our colleagues in mental health and social care to ensure those whose loneliness, poor mental health, and other often complex needs, make it hard for them to access help, are supported in doing so.
- Assessing the level of accessibility, capability/desire to have digital access and work with other organisations helping to address the digital divide.
- Completing and launching a new website to reach our various 'target audiences'.
- Establishing mutually beneficial links with local corporate organisations.
- IT provision, database management and systems to facilitate smooth running of the service and meet reporting requirements.
- Raising the profile of Archway to ensure widest possible reach to those in need of its services
- Building on and further developing links with community and faith groups to work in ways that will be of mutual benefit in responding to loneliness.
- Ensuring that the organisation is properly structured to support both current and future needs

The overall aim is to provide a solid foundation that will ensure that Archway's services are readily accessible and available to all who need them in and around Oxfordshire, at the same time as establishing a strong platform to support other similar organisations in other counties. We remain concerned about loneliness in other areas, especially in rural settings and are keen to work in consultation with groups and communities wishing to respond to this need in their areas.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26<sup>th</sup> May 1988, and registered as a charity 11<sup>th</sup> July 1988. The company was established under a Memorandum of Association, which defines the objects and powers of the charitable company and is governed under its Articles.

### Recruitment and Appointment of Management Board

The directors of the Company are also charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Board. Under the requirements of the Memorandum and Articles of Association, the members of the Management Board are elected to serve for a three-year period after which they are entitled to stand for re-election at the next Annual General Meeting. All members of the Management Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 3 to the accounts.



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As loneliness impacts across age, social and cultural groups and the charity serves people presenting with a range of complex needs, the Management Board seeks to ensure that the needs of its service users are reflected through the diversity and skill mix of the Trustee body.

### Equality and Diversity and Inclusion

As an organisation we are using the Oxfordshire Equality Framework; a resource designed to help and support organisations to

- support people and local communities
- review and improve the way they work
- provide equitable access to services and support for people living in Oxfordshire
- demonstrate senior leadership visibility and accountability for equality and inclusion
- encourage, promote, and put in place good practice
- share resources, training, and information
- benchmark their organisation
- help decide what steps to take to increase representation and reach
- demonstrate adoption of an informed approach to equality, diversity, equity, and inclusion
- work in partnership increase the engagement of under-represented, vulnerable, and marginalised people and communities

We have appointed a Diversity and Inclusion Trustee to spearhead this area of work.

### Trustee Induction and Training

The Trustees carry out regular review of the skills composition of the Board and, where deemed necessary, seeks to fill skill gaps with new Trustees recruited through local advertising and network contacts. Trustee induction includes individual time with the Chair of Trustees & CEO and opportunities to meet Friends (service users), volunteers and staff. A Trustee skills audit last year confirmed that the board is equipped to be strong in all areas of governance and highlighted skills we may wish to stress we are looking for in any future Trustee recruitment. When two trustees resigned due to ill health during the year, we successfully recruited two new trustees to fill the skills gap left by departing members and to bring in a fresh perspective in the area of digital media.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, and links to on-line Charity Commission guidance. New Trustees visit one or more Social Groups to experience the service in action. All Trustees attend in house and external training relevant to their role.

### Organisational Structure

Archway's Management Board is responsible for setting direction, defining policies and for ensuring strong governance in accordance with best practices. It meets six times per year. Sub-Groups, formed in response to service need, report into the Board. This year there have been seven sub-groups in the areas of COVID-19 (now Service Development), Finance & Strategy, Corporate Fund-Raising, Health and Safety, GDPR, Policy Review and Development, and 40<sup>th</sup> Anniversary Planning. Currently the Management Board has eight members from a variety of professional backgrounds relevant to the work of the charity and its governance

responsibilities. The CEO attends all Board meetings and this year has participated in six of the seven Sub-Groups.

## **RISK MANAGEMENT**

The Company/ Charity has a risk assessment policy that it reviews periodically. The major risks identified remain essentially the same as in the previous year, namely:

- i)** Failure to support Archway activities with adequate funding, leading to a decline in financial reserves
- ii)** Effective safeguarding of Friends (service users), volunteers and staff to always ensure their health and safety
- iii)** Failure to recruit staff to vacant posts and /or sufficient volunteers to meet service needs.
- iv)** Breaches of confidentiality/ data protection

### Management of these risks:

- i) COVID-19 has affected our ability to fund-raise and had an impact on donations and grant income, resulting in use of financial reserves. Capacity building funding from our recent National Lottery grant is being used to assist us in our strategy to diversify income streams and our 40<sup>th</sup> Anniversary year is providing opportunities to raise our profile to attract support. Monthly reviews of the financial position ensure timely decision making should income fall below requirements to maintain existing services.
- ii) Safeguarding policy and procedures are reviewed annually. Staff and volunteers are trained in Safeguarding and provided with regular supervision and support. Safeguarding and Health and Safety reports are presented at every Board Meeting. Registers are kept of any Health and Safety or Safeguarding incidents and reviewed to identify themes and actions. Opportunities for Friends, volunteers, and staff to give feedback, make complaints/whistle blow ensure that the organisation is maximising its potential to reduce the identified risks.
- iii) To date we have been successful in attracting high-calibre candidates for advertised roles.
- iv) Confidentiality and Data Protection is included in training

Monitoring of the risks during the year has enabled the Company/Charity to manage risks effectively and with good results.

## **FINANCIAL RESULTS AND INVESTMENT POLICY**

The results for the year ended 30 June 2022 are set out in the financial statements on pages 16 to 22. The Trustees consider the financial position of the Company/ Charity to be satisfactory, notwithstanding the impact of the Covid-19 pandemic and the increasing challenges faced in providing essential services. They acknowledge with gratitude all those who have supported the Charity's/ Company's work.

Overall income decreased by £51,571 (-22%) requiring use of £32,151 of reserves. Grant monies received during the year have in part been deferred to cover future expenditures.



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Overall expenditure decreased by £7,316 (-3.3%) following a review of organisation structure in response to the changing profile of our services.

This has resulted in a deficit of £32,151 for the year compared with a surplus of £12,104 in 2020/21.

Reserves at year-end were £109,085 and represent approximately 6 months of total operating costs. This provides a solid position for the Foundation to weather the significant changes in funding anticipated over the next 12 months and beyond.

The Company's investment policy is to maintain reserves in cash accounts with 95 days maximum notice of access.

#### **SMALL COMPANY EXEMPTIONS**

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 19th September 2022 and signed on its behalf by

*S E Fulford*

.....  
**Sue Fulford, Secretary**

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2022**

I report on the financial statements of the company for the year ended 30<sup>th</sup> June 2022, which are set out on pages 16 to 22.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

### **Respective Responsibilities of Trustees and Examiner**

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- 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 company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanation 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement on page 16.

## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2022 (continued)**

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities have not been met;

or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

*Peter J. Stevenson*

Peter J. Stevenson, FCA  
Chartered Accountant

8 Harbord Road  
Oxford OX2 8LJ

Date: *19 September 2022*

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2021 TO 30 JUNE 2022**

	2021-2022			2020-2021
	Unrestricted	Restricted	Total	Total
<b>Income</b>				
Donations				
<i>From individuals</i>	£52,762	£2,000	£54,762	£58,468
<i>Grants</i>	£7,250	£118,192	£125,442	£173,315
From charitable activities				
<i>User contributions</i>	£20	£0	£20	£0
From generated funds				
<i>Fundraising events</i>	£3,305	£0	£3,305	£3,050
Investment and other income				
<i>Bank Interest</i>	£916	£0	£916	£1,183
<b>Total Income</b>	<b>£64,252</b>	<b>£120,192</b>	<b>£184,445</b>	<b>£236,016</b>
<b>Expenditure</b>				
Raising funds	£8,520	£1,516	£10,036	£9,798
Charitable activities				
<i>Service delivery costs</i>	£66,536	£112,855	£179,391	£179,505
<i>Office costs</i>	£9,043	£17,806	£26,849	£34,242
<i>Volunteers' Expenses</i>	£32	£276	£307	£354
Governance		£13	£13	£13
<b>Total Expenditure</b>	<b>£84,131</b>	<b>£132,466</b>	<b>£216,596</b>	<b>£223,912</b>
<b>Net Income/Expenditure</b>	<b>-£19,878</b>	<b>-£12,274</b>	<b>-£32,152</b>	<b>£12,104</b>
<b>*Transfers</b>				
Gross Transfers between funds - in	£5,500		£5,500	£25,000
Gross Transfers between funds - out	-£5,500		-£5,500	-£25,000
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>-£19,878</b>	<b>-£12,274</b>	<b>-£32,152</b>	<b>£12,104</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>£128,680</b>	<b>£12,556</b>	<b>£141,237</b>	<b>£129,133</b>
<b>Total funds carried forward</b>	<b>£108,802</b>	<b>£283</b>	<b>£109,085</b>	<b>£141,237</b>

N.B. There may be minor discrepancies in totals due to rounding errors)

\* The remaining balance in the designated fund to allow continuation of the Young Adults project has been transferred back to general funds. Young adult support is now incorporated into general services.

The comparable figures for the prior year are as follows (see detail on page 22):

Financial Year 20/21	Unrestricted	Restricted
Income	£70,201	£165,815
Expenditure	£62,805	£161,107

## BALANCE SHEET AT 30 JUNE 2022

	30/06/2022	30/06/2021
<b>Current assets</b>		
Debtors	£4,391	£6,254
Cash at bank and in hand*	£163,008	£175,444
	<b>£167,398</b>	<b>£181,698</b>
<b>Liabilities</b>		
Creditors: Amount Falling due in one year	(£2,145)	(£245)
Deferred income	(£56,168)	(£40,215)
<b>Total assets less current liabilities</b>	<b>£109,085</b>	<b>£141,238</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Fund	£108,802	£103,680
Designated Fund: Young Adults Project		£25,000
<b>Restricted</b>		
National Lottery		£11,535
Other	£283	£1,022
<b>Total Restricted Funds</b>	<b>£283</b>	<b>£12,557</b>
	<b>Total Reserves</b>	<b>£141,237</b>
<b>Reserves</b>		
(deficit)/surplus for the year	(£32,152)	£12,104
Starting balances	£141,237	£129,133
	<b>Total Reserves</b>	<b>£141,237</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)

\* Cash is held as follows: CAF Gold account: £50,284; Redwood bank: £85,304; other bank accounts: £27,420

Restricted Fund movements comprise:

Funding Programme	Total Res Income received in FY 21/22	Res Income recognised in FY 21/22	Res Income C/Fwd to FY 22/23 *	Res Expenditure in FY 21/22
<b>Major Grants FR</b>				
National Lottery - BFBC	£70,436	£55,334	£15,102**	£66,868
National Lottery - BFBC TS	£7,981	£7,981		£7,981
AFA - Rebuilding Community Connections	£9,976	£1,663	£8,313	£1,380
Edward Gostling Foundation, Jun 22 - May 23	£20,000	£1,667	£18,333	£1,667
Oxford Community Foundation - L & Isolation	£9,922	£4,961	£4,961	£4,961
OCVA&CFO SCTCovid	£6,401	£6,401		£6,401
<b>Small Grants FR</b>				
Arnold Clark, awarded June 21	£625	£625		£625
Arnold Clark, awarded Apr 22	£1,000	£250	£750	£250
Edward Gostling Foundation, Feb 21 - Jul 21 (6mth)	£833	£833		£833
AllChurches Trust Ltd - Hope Beyond	£1,500	£1,500		£1,500
PYE Charitable Trust	£2,000	£1,167	£833	£1,167
McCarthy & Stone	£4,500	£1,125	£3,375	£1,125
<b>Other Grants</b>				
Oxford University Grant	£500	£500		£500
Christs Hospital Abingdon	£1,300	£1,300		£1,300
Anonymous COVID Fund	£2,083	£2,083		£2,083
OCF - Step Change Fund	£18,970	£18,970		£19,991
<b>Ox City Council</b>				
OCityC - 1 year Grant (May - Apr 22)	£8,333	£8,333		£8,333
OCityC - 1 year Grant (Jun – Mar 23)	£5,000	£500	£4,500	£500
<b>Abingdon Town Council</b>				
Covid Recovery Grant	£3,000	£3,000		£3,000
<b>Private donation (40th Anniversary Event)</b>	£2,000	£2,000	£0	£2,000
	<b>£176,360</b>	<b>£120,192</b>	<b>£56,168</b>	<b>£132,466</b>

\*The restricted income is equally apportioned across the period for which the grant has been awarded.

\*\*The National Lottery grant is apportioned across the period for which the grant has been awarded but for the Capacity Building component of the grant, agreement has been obtained to carry forward all of the underspend.



Charity Reg: 299533 / Company No: 2262206

The Directors consider that:

- a) For the year ended 30<sup>th</sup> June 2022 the Company was entitled to the exemption conferred by subsection (1) Section 477 of the Companies Act 2006.
- b) No member or members have deposited a notice requesting an audit for the current financial year under Section 476(b) of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring the Company keeps accounting records which comply with applicable law and regulations and preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of the Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved and authorised for issue by the Management Board on 19<sup>th</sup> September 2022

And signed on its behalf by

Secretary

*S E Fulford*

Sue Fulford

Treasurer

*Penelope G. Smith*

Penelope Smith

## NOTES TO THE ACCOUNTS For the year ended 30th June 2022

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 as amended by Update Bulletin 1 published on 2 February 2016 reflecting amendments to FRS102. FRS102 was applied for the first time for the year ended 30 June 2017.

The Charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the charities' ability to continue as a going concern for at least 12 months from the date of signing this Report and Financial Statements, in spite of the substantial deficit forecast for the year 2022-23. The trustees have taken advantage of the option, which does not require charities not meeting the definition of "larger" to present a cash flow statement in accordance with amendments to FRS102.

The following accounting policies have been adopted:

#### a) Accounting Convention

The financial statements are prepared under the historical cost convention

#### b) Unrestricted Funds

Unrestricted funds represent donations, revenue grants, interest receivable and other income, which is expendable at the discretion of the Trustees in furtherance of the objects of the Foundation.

#### c) Restricted Funds

Restricted funds represent funding for specific charitable purposes. In cases where grants have been received during the year which include pre-planned or agreed expenditure for periods that extend beyond 30<sup>th</sup> June 2022, an appropriate proportion of such grants has been treated as deferred income.

#### d) Pension

The pension contributions made by the company are paid directly into employees' personal pension schemes.

### 2. STAFF

The staff team comprises 10 part time individuals whose total hours represent 5.8 WTE) No employee earned £60,000 or above. Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

### 3. TRUSTEES

The Board of Trustees (Management Board) comprises eight members. (Eight members 2020-21). The Trustees received no remuneration during the year (2020-21: nil). Expenses reimbursed to Trustees during the year totaled £0 (2020-21: £0).

#### 4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	21/22	21/22	20/21	20/21
	Unrestricted	Restricted	Unrestricted	Restricted
Gift Aid	4,391		6,254	
<b>TOTAL</b>	<b>4,391</b>	<b>0</b>	<b>6,254</b>	<b>0</b>

#### 5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

Creditors	21/22	21/22	20/21	20/21
	Unrestricted	Restricted	Unrestricted	Restricted
Deferred income		56,168		40,216
Independent Fundraiser	440			
Staff Costs (HMRC)	1,515			
Other	190		32	213
<b>TOTAL</b>	<b>2,145</b>	<b>56,168</b>	<b>32</b>	<b>40,429</b>

#### 6. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £15,675 (£15,575: 2020/21). There is a contingent liability of £3,650 should the Foundation have no active members in the scheme at a future date, requiring it to be closed.

**STATEMENT OF FINANCIAL ACTIVITIES FOR  
THE PERIOD FROM 1 JULY 2020 TO 30 JUNE 2021**

	2020-2021		
	Unrestricted	Restricted	Total
<b>Income</b>			
Donations			
<i>From individuals</i>	£58,468	£0	£58,468
<i>Grants</i>	£7,500	£165,815	£173,315
From charitable activities			
<i>User contributions</i>	£0	£0	£0
From generated funds			
<i>Fundraising events</i>	£3,050	£0	£3,050
Investment and other income			
<i>Bank Interest</i>	1183	0	£1,183
<b>Total Income</b>	<b>£70,201</b>	<b>£165,815</b>	<b>£236,016</b>
<b>Expenditure</b>			
Raising funds	£9,260	£538	£9,798
Charitable activities			
<i>Service delivery costs</i>	£42,032	£137,473	£179,505
<i>Office costs</i>	£11,512	£22,730	£34,242
<i>Volunteers' Expenses</i>	£0	£354	£354
Governance		£13	£13
<b>Total Expenditure</b>	<b>£62,804</b>	<b>£161,108</b>	<b>£223,912</b>
<b>Net Income/Expenditure</b>	<b>£7,397</b>	<b>£4,707</b>	<b>£12,104</b>
<b>Transfers*</b>			
Gross Transfers between funds - in	£25,000		£25,000
Gross Transfers between funds - out	(£25,000)		(£25,000)
<b>Other recognised gains / losses</b>			
<b>Net movement in funds</b>	<b>£7,396</b>	<b>£4,708</b>	<b>£12,104</b>
<b>Reconciliation of funds</b>			
<b>Total funds brought forward</b>	<b>£121,284</b>	<b>£7,849</b>	<b>£129,132</b>
<b>Total funds carried forward</b>	<b>£128,680</b>	<b>£12,556</b>	<b>£141,236</b>

**THE ARCHWAY FOUNDATION**

England & Wales - Charity number 299533

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# Accounts

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Charity Reg: 299533 / Company No: 2262206

# **THE ARCHWAY FOUNDATION**

**(A Company limited by Guarantee)**

## **Report and Financial Statements**

**Year ended 30th June 2021**

### **Patrons**

Sir Tony Baldry D.L.  
Sir Hugo Brunner JP  
Rt Rev Dr Steven Croft, Bishop of Oxford  
Mrs. Felicity Dick D.L.  
Mr. Jeremy Irons  
Lindsay Mackie

### **Registered Office**

New Marston Pastoral Centre  
Jack Straw's Lane  
Oxford OX3 ODL

### **Bankers**

Charities Aid Foundation



Charity Reg: 299533 / Company No: 2262206

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Charity Reg: 299533 / Company No: 2262206

## REPORT OF THE TRUSTEES

The Trustees present their report and the financial statements for the year ended 30th June 2021.

### MEMBERS OF THE MANAGEMENT BOARD (Trustees and Directors)

The members of the Management Board who held office during the year are listed below.

Rosalind Margaret Alstead MBE

Jack Burnet (resigned January 20<sup>th</sup> 2021)

Nigel Fulford

Sue Fulford (**Secretary**)

Priyanka Jha

Margaret McManus

Annette (Sue) Saville

Graham Shaw (**Resigned as trustee and Treasurer 14<sup>th</sup> September 2020**)

Penelope Smith (**Appointed as Treasurer 14<sup>th</sup> September 2020**)

Chris Taft (**Chair**)

At the date of this report, all the existing Management Board members are members of the company. The liability of members is stated below.

Applications for membership are made to the Board and are then considered at its next meeting or as soon as practicable.

CHIEF EXECUTIVE OFFICER: Sheila Furlong MBE

### CHARITABLE STATUS

The Archway Foundation is a charity, registered in England, number 299533. It is also a company limited by guarantee, registered in England, number 2262206. The charity was established via the Memorandum and Articles of the Company.

### STATUS OF THE FOUNDATION

The Foundation is a registered charity and has no liability to Corporation Tax on its present activities.

The Foundation is a company limited by guarantee and has no share capital. Each member undertakes to subscribe a maximum of £1 in the event of a winding up of the Company.



Charity Reg: 299533 / Company No: 2262206

## STATEMENT OF THE RESPONSIBILITIES OF THE MANAGEMENT BOARD

Company law requires the Management Board to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the profit or loss for that period. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Board is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Company. It is also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities and error.

## AIMS AND OBJECTIVES

Our charity's purposes as set out in the objects contained in the Company's Memorandum of Association are:

- 1) To provide a service for all lonely and isolated people in order to alleviate their social isolation and to assist in solving, or in preventing, the development of mental health problems associated with loneliness.
- 2) To provide social activities and events for the lonely in and around Oxford, and to offer individual support and visits for such people where appropriate, against a background of a commitment to the practical application of Christian beliefs (with our service being accessible to all faiths and cultures).
- 3) To extend such a service to other areas of the United Kingdom by collaborating with other bodies with similar charitable objects and by establishing new branches of The Foundation having similar purposes and regulations to those of the Foundation. And in doing so we seek;
- 4) To ensure that the organisation maintains a strong team of trained volunteers to support both current and future needs

- **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year, looking at the outcomes achieved, the benefit to the people we are there to help and the feedback we receive from them. This combined with the application of current research in the field of loneliness and mental health ensures that our aims, objectives and activities remain focused on our stated purposes.

- **The focus of our work**

The main objectives for the year continued to be the provision of services to alleviate loneliness and the development of mental health problems. The strategies we used to meet these objectives included:

- Providing a range of services in response to local need for adults experiencing loneliness, social isolation and associated mental and social difficulties.
- Recruiting and training volunteers to support these services.
- Receiving referrals from and making referrals to other agencies to ensure the widest range of service is available that best matches the needs of the local population

## **PUBLIC BENEFIT**

The Trustees have taken due account of the Charity Commission's guidance on Public Benefit when considering the activities and achievements of the Charity.

- Loneliness is a common experience; with a 'U' shaped population distribution, with those aged under 25 years and those aged over 55 years demonstrating the highest levels of loneliness (Hawkey and Caccioppo, 2010, Victor and Yang, 2012).
- Social isolation and loneliness adversely influence activities of daily living that include functional status (individual's ability to perform normal daily activities required to meet basic needs, fulfil usual roles, and maintain health and well-being) among older adults [Shankar, Aparna, et al. "Social isolation and loneliness: Prospective associations with functional status in older adults." *Health psychology* 36.2 (2017): 179. ]
- Both social isolation and loneliness were associated with a greater risk of being inactive, smoking, as well as reporting multiple health-risk behaviours including physical inactivity and smoking [Valtorta, N.K., Kanaan, M., Gilbody, S., Ronzi, S. and Hanratty, B., 2016. Loneliness and social isolation as risk factors for coronary heart disease and stroke: systematic review and meta-analysis of longitudinal observational studies. *Heart*, 102(13), pp.1009-1016.]
- 5.0% of people in Great Britain (2.6 million adults) reported that they felt lonely "often" or "always" between 3 April and 3 May 2020, about the same proportion as pre-lockdown. (ONS <https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/bulletins/coronavirusandlonelinessgreatbritain/3aprilto3may2020>)
- Of those asked, 30.9% (7.4 million adults) reported their well-being had been affected through their feeling lonely in the past seven days.

Overall, there is thus a wealth of evidence that loneliness and isolation are increasing problems in today's society. The quantity and quality of evidence-based research is increasing rapidly, giving ever stronger support to the links between a lack of social interaction and the onset of degenerative diseases such as Alzheimer's, an illness which costs the NHS an estimated £20 billion a year. In medical research, loneliness is linked to obesity, heart disease and depression.

The links between **loneliness and mental health** are well documented and almost all our enquirers present with a mental health condition. These range from mild depression to complex mental health problems including: Acute social anxiety, Schizophrenia, Paranoid Schizophrenia, Schizo-affective disorder, Bipolar, Personality Disorders, Psychosis, OCD, Autism Spectrum Conditions.

**The COVID19 pandemic** has had greatest impact on mental health, on young adults and on vulnerable groups including the elderly, those with underlying health conditions and those within ethnic communities. Shielding and Lockdown highlighted those who already struggle through mental and / or physical ill health and the lack of finance and more people experienced the pain of loneliness. Locally, this is borne out by Archway's experience of the increasing demand for its services. All the evidence shows that much more action is needed to support those going through loneliness. Archway's work not only addresses an obvious individual need but also helping to reduce time and cost pressures on an already stretched NHS.

We are providing public benefit by reducing loneliness and its associated health risks through the range of services we offer. These services include:

- **An Enquiry Service**

In addition to individuals approaching Archway directly, referrals come through a number of individuals and organisations including Age UK, Social Prescribers, GPs, Housing Associations, Mental Health Charities, and Mental Health teams, Social Care Managers, Other Voluntary Organisations, Family and Friends. Whatever the route of referral, an informal meeting with each person referred enables the Archway team to assess levels of risk and vulnerability and to understand and support the individual's needs as far as possible whilst also ensuring that Archway can offer some direct help and can signpost to other sources of help if required.

- **Telephone Support Service**

The COVID19 pandemic has had a huge impact on our service. At the initial "lockdown" in March 2020 when social restrictions were introduced, we introduced a Telephone Support Service. Staff and volunteers (trained to offer telephone support) make regular welfare calls to over 180 individuals. COVID19, far from being a 'leveller', has highlighted the disadvantaged in our community. Having low income, no access to technology and / or green space has left many feeling even more excluded at this time. For some individuals, Archway is their only point of human contact and during this time we have identified numerous potentially life threatening situations requiring us to advocate for people to involve other agencies including the Adult Safeguarding team, Mental Health services, GP, and Adult Social Care. At the same time, by linking people to the Community and faith groups set up during this time to help those who are isolated, some people have experienced a new sense of care by and belonging to their local community that they have not encountered before. However, many of these community services have withdrawn as their volunteers return to work, and the need for Archway's ongoing support is greater than ever.



Charity Reg: 299533 / Company No: 2262206

- **'The Bright Side'**

A survey on access to and use of digital communication confirmed our impression that the majority of Archway Friends do not have access to technology, so to maintain connection and belonging we introduced 'The Bright Side'. This fortnightly newsletter published in hard copy, has provided an opportunity for readers to contribute poems, stories, artwork etc. and receive information on the latest Government guidance on Covid restrictions. It and has served as a reminder to recipients that although they may be living on their own, they have not been forgotten about.

**Individual Support Service** This service is mainly for those who because of physical or mental health issues cannot engage with any form of social group activities. Individual Support Volunteers usually visit on a fortnightly basis. High demand for this service along with increased complexity of needs of the people referred and, in some instances, their geographical location resulted in waiting lists building up. Funding from **Oxfordshire Community Foundation's Step Change Fund** was given to help us to build capacity to enable us to reduce the waiting list and extend our geographical catchment by recruiting new volunteers and by providing additional training to existing volunteers. Whilst face-to-face contact has been limited during the pandemic, the grant has helped us recruit volunteers to provide telephone support to those on the waiting list for Individual Support.

**Supported Social Contact Sessions** The social restrictions meant our supportive social groups have been unable to meet and many were at capacity before the pandemic. We recognise the value of telephone support to those waiting for other services and those not yet ready to engage in face-to-face contact, so need to factor this into future service planning and delivery. Not all volunteers and Friends are planning to return to face-to-face roles, some staff hours have been reduced and we have a projected income deficit. These factors, combined with the knowledge that Covid 19 has impacted in various ways on the lives of everyone, means we are looking at a post-pandemic service that maximises the use of our resources and takes into account the need for a trauma-informed approach. We are working with our Friends, Staff and Volunteers in reviewing our services, to ensure that our post-pandemic services meet actual needs, and do not automatically revert to what was before.

A five-year National Lottery Community Fund grant awarded last year is contributing to this work but additional funding will be needed as we transition from pandemic work to post-pandemic recovery and meet the continuing demand for our services.

- **Loneliness in Younger Age Groups:**

A National Lottery Building Connections grant commencing in January 2019 and ending in June 2021, enabled us to provide supportive social contact for those in the 18 to 30 age group who are struggling with loneliness. The Pandemic meant that the group contact ceased but telephone support, email, text and activity packs enabled the young adults to feel supported through a challenging time. Once restrictions eased, two outdoor picnic events were held to bring the young adults together. It was encouraging to see the communication and connection between them, even after a lengthy break and to hear how their connection with Archway had helped build their confidence in social situations. One of the many learnings

from the pandemic has been how some young adults felt they could better manage their mental health and address their loneliness through volunteering. We were able to use the grant to recruit and train young adults to provide telephone support and be part of a peer support group to get connections with others in their age group. We are seeking funding to continue our work with young adults.

- **Special Events and Outings**

The pandemic restrictions put these on hold but knowing how challenging a time Christmas can be for our Archway Friends we organised socially distanced face-to-face welfare checks and doorstep deliveries of 222 Goody Bags and posted 41 to those we couldn't deliver to. This gave such a positive uplift for Friends and volunteers as well as enabling us to identify needs and situations not obvious via telephone, that we repeated it at Easter. Where possible we used the same staff and volunteers as a means of comparing how people were on the second visit compared with the first.

#### **Service User Involvement**

Suggestion boxes, focus groups and annual surveys are ways in which Friends and volunteers give feedback, share ideas and contribute to service development. When social groups were able to meet, Friends and volunteers contributed to the participation evenings in which knowledge, skills and talents are revealed and affirmed, providing opportunities for success and helping to boost confidence. During the pandemic, this has been done via 'The Bright Side' Newsletter and by encouraging those who knit or crochet to produce coloured squares that have been sewn together to produce an Archway Community Blanket.

#### **Volunteer Selection and Training**

Our services are heavily reliant on the team of dedicated volunteers who fulfil a range of roles. During the pandemic, roles have been restricted to Individual Support Volunteer, Telephone Support Volunteer, Mailing Assistant, and Fundraising Group member. Volunteers apply by completing an application form. They are invited for a formal discussion and if both parties agree to proceed, they attend an Induction session in which confidentiality, boundaries, safeguarding, health and safety matters are covered. They usually attend two Social Groups sessions as observers after which references are requested and an enhanced DBS (Disclosure and Barring Service) check is made. Higher level training then follows. In the pandemic all training has been delivered remotely via a digital platform. We have trained 80 volunteers (some existing and some new) to deliver telephone support.

We offer on-going supervision and support via group and individual contact and provide written guidelines for each role. Currently, around 131 volunteers aged between 18 and 95 support our organisation. Our Volunteer Survey show an encouraging level of long-term commitment to Archway. 78% have been volunteering for more than one year; the mean average of volunteering time (excluding those who have provided more than 10 years volunteering) is 4 years and 3 months. Ten volunteers have been with Archway seventeen years, with three being volunteers for over 30 years.



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## IMPACT OF OUR WORK

During the pandemic, we have used Storytelling as a means of measuring the impact of our service.

What struck people from reading the stories was the level of need they showed. Some people's social isolation meant that the support offered by Archway has not been a welcome optional extra but literally 'a life line'. Archway's commitment to regular calls is also important in giving people a structure during a time when days often seemed all the same. People missed the social connection provided by the supportive social groups and looked forward to a time when social interaction in groups might be possible again. However, they also appreciated and enjoyed the conversations they had on the phone and the relationships with the volunteers that developed over the weeks. They valued the fact that these were genuine conversations, not just someone checking in to see that they were all right. They felt that they could talk about all sorts of different things and appreciated the fact that people were willing to spend their time talking with them. The full report can be found here:

[The Archway Foundation Storytelling Report](#)

## PARTNERSHIPS, NETWORKS & COMMUNITY LINKS

- i) The CEO is part of a Charity Leaders Forum and the ROBIN (Responsible Oxfordshire Business Involvement Network), enabling good communication, and networks to be established and developed.
- ii) During the pandemic, we have worked alongside and communicated regularly with Age UK Oxfordshire and the Oxford Hub, to keep each other informed of our work, avoid duplication and signpost to each other's services.
- iii) Our experience in working with adults with highly complex needs means we are often instrumental in bringing together staff from a number of agencies and organisations involved in supporting individuals so that a) clear lines of communication, expectations and boundaries can be agreed in order to provide the best level of support to the individual in need and b) to provide support to staff in other agencies who sometimes lack the experience and line managerial support to deal with challenging situations. This is time consuming but vital work in keeping people safe.
- iv) We maintain our links with Mental Health Services with one of their lead clinicians providing 6-weekly clinical supervision and guidance on supporting Friends who present with complex mental health needs and challenging behaviours. We also give presentations to health & social care staff about loneliness and our services. A former Director of Nursing for the local Health Trust is one of our Trustees. Our CEO is a qualified mental health nurse and this year was awarded the MBE for services to mental health.

## IMPROVING MONITORING AND DATA COLLECTION:

Our LAMPLIGHT Database is now more familiar to the staff team. We continue to develop its use to enable us to capture data more accurately to demonstrate the work we do and the impact our work has.



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## STAFFING CHANGES

We have had a new staff member covering long term sick leave of the Individual Support Assistant and National Lottery have granted us temporary funding for a part-time (18 hr) post to help meet the demand for the resource intensive Telephone Support Service.

## ORGANISATIONAL AND FINANCIAL REVIEW

The Finance and Strategy Group (a sub-group of the Board) closely monitors expenditure against budget, looks strategically ahead, reporting to and making recommendations for consideration by the Trustees at each Board meeting. It monitors the work of the Independent Fundraiser whose role is to work with the CEO in two main areas:

- 1) To secure the continuation of Archway and the provision of its services into the long term.
- 2) To provide the financial resources to support the growing demand for Archway's services in a manner which provides the right level of time/attention and is compliant with all statutory requirements.

Income falls into two elements – *unrestricted* core services funding, and *restricted* funding, primarily grants for specific projects such as National Lottery Community Fund for maintaining and developing aspects of our Social group service, National Lottery Building Connections for the Young Adults Service and the Step Change Fund for Capacity Building within our Befriending (now Individual Support) Service. Income from fund-raising has reduced this year due to the impact of the COVID pandemic. Donations, although lower than last year, have been higher than forecast. Currently, the grant-funding environment is extremely challenging and our reserves will be necessary to survive dips in funding and to maintain core services over the next year as we continue to explore ways of diversifying our income in the longer term.

## RELIANCE ON INTANGIBLE INCOME

Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal. Using the Oxford City Council Formulae for calculating the value of volunteer time, Archway volunteer input equates to £120,000 per year.

## RESERVES POLICY

At each Board meeting (bi-monthly) the Trustees review the reserves available to ensure that the charity can continue to meet its commitments and to ensure financial stability. A significant proportion of the charity's income, with corresponding staff and project costs (over 70% in 2020-21), is from restricted grants, usually awarded competitively under specific criteria and for fixed periods (ranging normally from 1 to 5 years). It is important that we plan to maintain continuity as far as possible to cover a few months' gap in income between grants to ensure that we continue to meet the needs of those we serve, and to ensure we can retain staff (many of whom are very experienced). This need guides our reserves policy.



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The reserves policy is assessed annually, and has been revised this year. In general, the Trustees believe that the unrestricted reserves should be adequate to cover 6 months of total expenditure. Currently they are a little above this (nearly 7 months' expenditure) but given the uncertainty associated with COVID, and the need to support the Young Adults' work as new funding is sought (shown in the designated fund) this is considered a prudent level.

## **FUTURE DEVELOPMENTS**

The Foundation will continue to seek grants and donations to enable it to support and develop its existing service in the Oxford & Abingdon area. Particular focus will be on

- Ensuring the long term financial sustainability of Archway
- Reviewing service delivery in the light of the changes imposed by COVID19 and exploring ways of continuing to reach, understand and support those who are lonely.
- Assessing the level of accessibility, capability/desire to have digital access and work with other organisations helping to address the digital divide.
- Designing and building a new website to reach our various 'target audiences'.
- IT provision, database management and systems to facilitate smooth running of the service and meet reporting requirements.
- Resourcing and developing services in response to need and the possible short/long term social distancing requirements.
- Raising the profile of Archway to ensure widest possible reach to those in need of its services
- Building on and further developing links with community and faith groups to work in ways that will be of mutual benefit in responding to loneliness.
- Ensuring that the organisation is properly structured to support both current and future needs

The overall aim is to provide a solid foundation that will ensure that Archway's services are readily accessible and available to all who need them in and around Oxfordshire, at the same time as establishing a strong platform to support other similar organisations in other counties. We remain concerned about loneliness in other areas, especially in rural settings and are keen to work in consultation with groups and communities wishing to respond to this need in their areas.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26<sup>th</sup> May 1988 and registered as a charity 11<sup>th</sup> July 1988. The company was established under a Memorandum of Association, which defines the objects and powers of the charitable company, and is governed under its Articles.



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### Recruitment and Appointment of Management Board

The directors of the Company are also charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Board. Under the requirements of the Memorandum and Articles of Association, the members of the Management Board are elected to serve for a three-year period after which they are entitled to stand for re-election at the next Annual General Meeting. All members of the Management Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 3 to the accounts.

As loneliness impacts across age, social and cultural groups and the charity serves people presenting with a range of complex needs, the Management Board seeks to ensure that the needs of its service users are reflected through the diversity and skill mix of the Trustee body.

### Equality and Diversity and Inclusion

As an organisation we are using the Oxfordshire Equality Framework; a resource designed to help and support organisations to

- support people and local communities
- review and improve the way they work
- provide equitable access to services and support for people living in Oxfordshire
- demonstrate senior leadership visibility and accountability for equality and inclusion
- encourage, promote and put in place good practice
- share resources, training and information
- benchmark their organisation
- help decide what steps to take to increase representation and reach
- demonstrate adoption of an informed approach to equality, diversity, equity and inclusion
- work in partnership increase the engagement of under-represented, vulnerable and marginalised people and communities

We have appointed a Diversity and Inclusion Trustee to spearhead this area of work.

### Trustee Induction and Training

The Trustees carry out regular review of the skills composition of the Board and, where deemed necessary, seeks to fill skill gaps with new Trustees recruited through local advertising and network contacts. Trustee induction includes individual time with the Chair of Trustees & CEO and opportunities to meet volunteers and staff. A Trustee skills audit confirmed that the board is equipped to be strong in all areas of governance and highlighted skills we may wish to stress we are looking for in any future Trustee recruitment.

A Welcome Pack of information includes the Memorandum and Articles of Association, Report & Financial Statements, Business Plan, a role description, Charity Commission Good Trustee Guide, Information Leaflets and written guidelines. New Trustees visit one or more of the Social Groups to experience the service in action. All Trustees attend in house and external training relevant to their role.

## Organisational Structure

Archway's Management Board is responsible for setting direction, defining policies and for ensuring strong governance in accordance with best practices. It meets six times per year. Sub-Groups, formed in response to service need, report into the Board. This year there have been seven sub-groups in the areas of COVID-19 (now Service Development), Finance & Strategy, Fund-Raising, Health and Safety, GDPR, Policy Review and Development, and 40<sup>th</sup> Anniversary Planning. Currently the Management Board has eight members from a variety of professional backgrounds relevant to the work of the charity and its governance responsibilities. The CEO attends all Board meetings and this year has participated in six of the seven Sub-Groups.

## **RISK MANAGEMENT**

The Company/ Charity has a risk assessment policy that it reviews periodically. The major risks identified remain essentially the same as in the previous year, namely:

- i) Failure to support Archway activities with adequate funding, leading to a decline in financial reserves
- ii) Effective safeguarding of Friends (service users), volunteers and staff to ensure their health and safety at all times
- iii) Failure to recruit staff to vacant posts and /or sufficient volunteers to meet service needs.
- iv) Breaches of confidentiality/ data protection

### Management of these risks:

- i) COVID-19 has affected our ability to fund-raise and is likely to have an impact on donations and grant income in the year ahead. Capacity building funding from our recent National Lottery grant will be used to assist us in our strategy to diversify income streams to help us meet the challenges and where necessary, our current reserves will be used to manage fluctuations in income during this period.
- ii) Safeguarding policy and procedures are reviewed annually. Staff and volunteers are trained in Safeguarding, and provided with regular supervision and support. Safeguarding and Health and Safety reports are presented at every Board Meeting. Registers are kept of any Health and Safety or Safeguarding incidents, and reviewed to identify themes and actions. Opportunities for Friends, volunteers and staff to give feedback, make complaints/whistle blow ensure that the organisation is maximising its potential to reduce the identified risks.
- iii) To date we have been successful in attracting high-calibre candidates for advertised roles.
- iv) Confidentiality and Data Protection is included in training

Monitoring of the risks during the year has enabled the Company/Charity to manage risks effectively and with good results.



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## FINANCIAL RESULTS AND INVESTMENT POLICY

The results for the year ended 30 June 2021 are set out in the financial statements on pages 17 to 23. The Trustees consider the financial position of the Company/ Charity to be satisfactory, notwithstanding the impact of the Covid-19 pandemic and the increasing challenges faced in providing essential services without the support of statutory funding. They acknowledge with gratitude all those who have supported the Charity's/ Company's work.

Overall income increased by £29,152 (+14%) but due to the Covid crisis there were no user contributions, and income from fundraising events was much reduced. Grant monies received during the year have in part been deferred to cover future expenditures

Overall expenditure increased by £14,415 (+6.9%) mainly in staff and operating costs to support grant income. This has resulted in a surplus for the year of £12,104 compared with a deficit of (£2,632) in 2019/20.

Reserves at year-end were £141,236 and represent approximately 6 months of total operating costs. This provides a solid position for the Foundation to weather the significant changes in funding anticipated over the next 12 months and beyond.

The Company's investment policy is to maintain reserves in cash accounts with 95 days maximum notice of access.

## SMALL COMPANY EXEMPTIONS

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 20<sup>th</sup> September 2021 and signed on its behalf by

*S E Fulford* ..... 20.09.21.  
Sue Fulford, Secretary



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## **Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2021**

I report on the financial statements of the company for the year ended 30<sup>th</sup> June 2021, which are set out on pages 17 to 22.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

### **Respective Responsibilities of Trustees and Examiner**

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under Section 145 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- 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 company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanation 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement on page 16.

*As.*

## Independent Examiner's Report to the Trustees of The Archway Foundation for the year ended 30 June 2021 (continued)

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities have not been met;

or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

*Peter J. Stevenson*

Peter J. Stevenson, FCA  
Chartered Accountant

8 Harbord Road  
Oxford OX2 8LJ

Date: 20/09/ 2021

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD FROM 1 JULY 2020 TO 30 JUNE 2021**

	2020-2021			2019-20 Total
	Unrestricted	Restricted	Total	
<b>Income</b>				
Donations				
<i>From individuals</i>	£58,468	£0	£58,468	£58,746
<i>Grants</i>	£7,500	£165,815	£173,315	£133,834
From charitable activities				
<i>User contributions</i>	£0	£0	£0	£3,662
From generated funds				
<i>Fundraising events</i>	£3,050	£0	£3,050	£9,838
Investment and other income				
<i>Bank Interest</i>	1183	0	£1,183	£785
<b>Total Income</b>	<b>£70,201</b>	<b>£165,815</b>	<b>£236,016</b>	<b>£206,864</b>
<b>Expenditure</b>				
Raising funds	£9,260	£538	£9,798	£10,960
Charitable activities				
<i>Service delivery costs</i>	£42,032	£137,473	£179,505	£166,611
<i>Office costs</i>	£11,512	£22,730	£34,242	£29,098
<i>Volunteers' Expenses</i>	£0	£354	£354	£2,815
Governance		£13	£13	£13
<b>Total Expenditure</b>	<b>£62,804</b>	<b>£161,108</b>	<b>£223,912</b>	<b>£209,497</b>
<b>Net Income/Expenditure</b>	<b>£7,397</b>	<b>£4,707</b>	<b>£12,104</b>	<b>(£2,632)</b>
<b>Transfers*</b>				
Gross Transfers between funds - in	£25,000		£25,000	£0
Gross Transfers between funds - out	(£25,000)		(£25,000)	£0
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>£7,396</b>	<b>£4,708</b>	<b>£12,104</b>	<b>(£2,632)</b>
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	<b>£121,284</b>	<b>£7,849</b>	<b>£129,132</b>	<b>£131,765</b>
<b>Total funds carried forward</b>	<b>£128,680</b>	<b>£12,556</b>	<b>£141,236</b>	<b>£129,132</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)

\* The Trustees have agreed to hold £25k as a designated fund to allow the Young Adults project to continue whilst new funding is sought (original grant ended June 2021)

The comparable figures for the prior year are as follows (see detail on page 23):

	Unrestricted	Restricted
<b>Income</b>	£97,508	£109,357
<b>Expenditure</b>	£103,952	£105,544

The following should also be noted:

*The charity has succeeded in obtaining restricted grants that support significant expenses in providing its charitable services. This has enabled unrestricted reserves to be maintained at a healthy level. However, in the event that the charity is unable to maintain restricted grant income, associated expenses will be transferred to unrestricted expenses resulting in a significant reduction in unrestricted reserves.*

### BALANCE SHEET AT 30 JUNE 2021

	30/06/2021	30/06/2020
<b>Current assets</b>		
Debtors	£6,254	£3,339
Cash at bank and in hand*	£175,444	£151,422
	<b>£181,698</b>	<b>£154,761</b>
<b>Liabilities</b>		
Creditors: Amount Falling due in one year	(£245)	(£1,529)
Deferred income	(£40,215)	(£24,099)
<b>Total assets less current liabilities</b>	<b>£141,238</b>	<b>£129,133</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Fund	£103,680	£121,284
Designated Fund: Young Adults Project	£25,000	£0
<b>Restricted</b>		
National Lottery	£11,535	£7,849
Other	£1,022	£0
<b>Total Restricted Funds</b>	<b>£12,557</b>	<b>£7,849</b>
	<b>Total Reserves</b>	<b>£141,237</b>
		<b>£129,133</b>
<b>Reserves</b>		
Excess/(deficit) for the year	£12,104	(£2,632)
Starting balances	£129,133	£131,765
<b>Total Reserves</b>	<b>£141,237</b>	<b>£129,133</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)

\* Cash is held as follows: CAF Gold account: £20,267; Redwood bank: £86,408; other bank accounts: £68,767

Restricted Fund movements comprise:

<b>Funding Programme</b>	<b>Total Restricted Income received in 20/21</b>	<b>Income carried over to 21/22</b>	<b>Total Expenditure 20/21</b>
AFA Covid 19 Response	£9,626		£9,626
National Lottery - Building Connections (YA)	£27,192		£30,423
Independent Age	£10,831		£10,831
National Lottery - BFBC	£69,254	£12,010	£50,327
National Lottery - BFBC TS	£11,641	£7,981	£3,660
OCVA & CFO SCT Covid	£8,535	£6,401	£2,134
Arnold Clark	£750	£625	£125
Edward Gostling Foundation	£5,000	£833	£4,167
Anonymous COVID Fund	£1,500		£1,500
AllChurches Trust Ltd - Hope Beyond	£3,000	£1,500	£1,500
PF Charitable Trust	£1,800		£1,800
PYE Charitable Trust	£3,900		£3,900
Shanly Foundation	£1,500		£1,500
Stanton Ballard	£400		£400
OCountyC	£2,000		£2,000
Christ's Hospital Abingdon	£479		£479
Anonymous COVID Fund	£2,500	£2,083	£417
Arthur Rank	£700		£700
OCF - Step Change COVID19	£1,667		£1,667
OCF - Step Change Fund	£26,631	£3,449	£22,160
OCityC - 3 year Grant	£7,625		£7,625
OCityC - 1 year Grant	£7,000	£5,333	£1,667
Abingdon Town Council	£2,500		£2,500
	<b>£206,031</b>	<b>£40,215</b>	<b>£161,107</b>



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The Directors consider that:

- a) For the year ended 30<sup>th</sup> June 2021 the Company was entitled to the exemption conferred by subsection (1) Section 477 of the Companies Act 2006.
- b) No member or members have deposited a notice requesting an audit for the current financial year under Section 476(b) of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring the Company keeps accounting records which comply with applicable law and regulations and preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of the Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved and authorised for issue by the Management Board on 20<sup>th</sup> September 2021

And signed on its behalf by

Secretary

S E Fulford

Treasurer

Penelope G. Smith

Sue Fulford

Penelope Smith



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## NOTES TO THE ACCOUNTS For the year ended 30th June 2021

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charities Act 2011 and in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 as amended by Update Bulletin 1 published on 2 February 2016 reflecting amendments to FRS102. FRS102 was applied for the first time for the year ended 30 June 2017.

The Charity constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern for at least 12 months from the date of signing this Report and Financial Statements, in spite of the substantial deficit forecast for the year 2021-22'. The trustees have taken advantage of the option, which does not require charities not meeting the definition of "larger" to present a cash flow statement in accordance with amendments to FRS102.

The following accounting policies have been adopted:

#### a) Accounting Convention

The financial statements are prepared under the historical cost convention

#### b) Unrestricted Funds

Unrestricted funds represent donations, revenue grants, interest receivable and other income, which is expendable at the discretion of the Trustees in furtherance of the objects of the Foundation.

#### c) Restricted Funds

Restricted funds represent funding for specific charitable purposes. In cases where grants have been received during the year for periods that extend beyond 30<sup>th</sup> June 2021, an appropriate proportion of such grants has been treated as deferred income.

#### d) Pension

The pension contributions made by the company are paid directly into employees' personal pension schemes.

### 2. STAFF

The average number of staff (all part-time) is ten (2019-20: ten). No employee earned £60,000 or above. Individuals on a voluntary basis work a substantial number of hours. Without this voluntary assistance, the Foundation would be unable to operate efficiently and effectively with the funds it has at its disposal.

### 3. TRUSTEES

The Board of Trustees (Management Board) comprises ten members (2019-20: ten). The Trustees received no remuneration during the year (2019-20: nil). Expenses reimbursed to Trustees during the year totaled £0 (2019-

20: £0).

#### 4. DEBTORS

The following debtors have been recognised in the Balance Sheet:

Debtors	20/21		19/20	
	Unrestricted	Restricted	Unrestricted	Restricted
Gift Aid	£6,254		£3,339	
<b>TOTAL</b>	<b>£6,254</b>	<b>£0</b>	<b>£3,339</b>	<b>£0</b>

#### 5. CREDITORS

The following creditors have been recognised in the Balance Sheet:

	20/21		19/20	
	Unrestricted	Restricted	Unrestricted	Restricted
Deferred income		£40,215		£24,099
Independent Fundraiser			£1,100	
Office Costs	£32	£213	£46	£149
Other Creditors			£187	£47
<b>TOTAL</b>	<b>£32</b>	<b>£40,428</b>	<b>£1,333</b>	<b>£24,295</b>

#### 6. PENSION COMMITMENTS

The total cost of employer and employee contributions, plus the pension cost charge amounted to £15,575 (£13,343: 2019/20). There is a contingent liability of £5,215 should the Foundation have no active members in the scheme at a future date, requiring it to be closed.

**STATEMENT OF FINANCIAL ACTIVITIES FOR  
THE PERIOD FROM 1 JULY 2019 TO 30 JUNE 2020**

	2019-20			2018-19 Total*
	Unrestricted	Restricted	Total	
<b>Income</b>				
Donations				
<i>From individuals</i>	£58,746	£0	£58,746	£68,852
<i>Grants</i>	£24,477	£109,357	£133,834	£139,438
From charitable activities				
<i>User contributions</i>	£3,662	£0	£3,662	£5,131
From generated funds				
<i>Fundraising events</i>	£9,838	£0	£9,838	£18,322
Investment and other income				
<i>Bank Interest</i>	£ 785	£0	£785	£448
<b>Total Income</b>	<b>£97,508</b>	<b>£109,357</b>	<b>£206,865</b>	<b>£232,192</b>
<b>Expenditure</b>				
Raising funds	£9,541	£1,419	£10,960	£10,973
Charitable activities				
<i>Service delivery costs</i>	£81,643	£84,968	£166,611	£152,152
<i>Office costs</i>	£12,675	£16,423	£29,098	£22,615
<i>Volunteers' Expenses</i>	£93	£2,722	£2,815	£5,670
<i>Governance</i>	£0	£13	£13	£13
<b>Total Expenditure</b>	<b>£103,952</b>	<b>£105,544</b>	<b>£209,497</b>	<b>£191,424</b>
<b>Net Income/Expenditure</b>	<b>(£6,444)</b>	<b>£3,812</b>	<b>(£2,632)</b>	<b>£40,768</b>
Net Transfers between funds	£0	£0	£0	£0
Net incoming / outgoing resources before other gains/losses	(£6,444)	£3,812	(£2,632)	£40,768
<i>Other recognised gains / losses</i>	£0	£0	£0	£0
<b>Net movement in funds</b>	<b>(£6,444)</b>	<b>£3,812</b>	<b>(£2,632)</b>	<b>£40,768</b>
<b>Reconciliation of funds</b>				
Total funds brought forward	£127,728	£4036	£131,764	£90,996
<b>Total funds carried forward**</b>	<b>£121,284</b>	<b>£7849</b>	<b>£129,132</b>	<b>£131,764</b>

(N.B. There may be minor discrepancies in totals due to rounding errors)