

AIM25

Annual Report and Accounts

For the period ended 31 March 2021

A charity registered in England and Wales (No. 1168908).
Registered Office: 42 Thorncliffe Road, Southall UB2 5RQ

Contents

Reference and Administrative Details	1
Trustees' Report	2 - 4
Independent Examiner's Report	5
Receipts and payments	6
Statement of assets and liabilities	7

AIM25

Reference and Administrative Details

Registered number:

A charity registered in England and Wales (No. 1168908).

Registered Office:

42 Thorncliffe Road
Southall
UB2 5RQ

Trustees:

Sarah Aitchison	
Robert Baxter	(Secretary)
Geoff Browell	(Chairman)
Victoria Cranna	
Patricia Methven	
Anne Rainford	(Treasurer)

Bankers:

National Westminster Bank
Fleet Street Branch
PO Box 281
156 Fleet Street
London
EC4A 2DX

Legal Advisers:

Veale Wasbrough Vizards LLP
Second Floor
3 Brindleyplace
Birmingham
B1 2JB

Trustees' Report

The trustees present their report for the period ended 31 March 2021.

Structure, Governance and Management

AIM25 was established as a Charitable Incorporated Organisation and registered as a charity in England and Wales with number 1168908 on 24 August 2016. The charity is governed by its constitution which follows the Charity Commission's foundation model.

The trustees of the charity are detailed on page 1. The trustees are the only voting members of the charity. The charity may have between five and ten trustees, who must be appointed by the members by ordinary resolution. New trustees receive an induction from the Chairman of Trustees. Trustees are chosen for their relevant expertise, but any training needs are addressed as required. The charity has no staff.

The trustees have reviewed the major risks to which the charity is exposed and have put in place systems or procedures to manage those risks. They have identified the principal risk as being a shortage of funds and are actively seeking new sources of funding, including grants and affiliation fees.

Objectives and Activities

The charity's objects are:

To advance the education of the public and to further such purposes which are charitable in accordance with the law of England and Wales which relates to the establishment, maintenance, operation and development of archives which are either public or from which the public may benefit and to promote efficient records management and the preservation of historical, education, cultural, scientific (including technology and medicine) or other archives and furthering their accessibility to the general public in order to encourage the use of archives in the United Kingdom.

The charity's main activity is to support the development of and public access to historical archives held in the London area.

It primarily does this by providing online access via its website (www.aim25.com) to collection level descriptions from the archives of over one hundred and fifty higher education institutions, learned societies, local authorities, cultural organisations and livery companies within the region, for the purposes of research, teaching and public enjoyment.

Public Benefit

The trustees are committed to ensuring that the work of the charity is for the public benefit, taking full account of the published Charity Commission guidance. The charity's principal activity of providing online access to archives held within the London area satisfies the primary charitable purpose of the advancement of education.

Achievements, Performance and Financial Review

Last year the trustees were successful in securing a grant of £77,890 from the Rothschild Foundation as part of their Yerusha Project to improve access to Jewish archives in the London area. Overall, it was anticipated that the project would result in over 100 Jewish archives becoming accessible via AIM 25 for the first time.

The first instalment of £38,945 was received last year, with the balance received during the year under review. By the balance sheet date, £4,500 of the grant had been used to upgrade the back-end functionality of the website to cope with the database structures stipulated as part of the project; £38,441 had been incurred with Keystone Employment in hiring administrative support to facilitate liaison with archives being brought on board as part of the project; and £18,486 had been paid to Simon Wilson, an independent contractor recruited to project manage the onboarding process. It is anticipated that the remaining £16,463 of the grant will be expended in 2021-22.

By year end, a total of 728 archives had been brought on board with 44 contributors. It is now anticipated that by the end of the project approximately 900 archives will have been made available.

As part of the project, the charity organised two virtual catch-up meetings providing an opportunity for partners to discuss their current situations.

The charity also organised two general meetings for affiliates, both held via Zoom.

The first, held on 13 July 2020 was a moderated, but informal, discussion intended to inform how further meetings could best serve the needs of AIM25 affiliates, with questions for discussion including: What are the main lessons you have learned from the current crisis that you can share with the network? What training, support or networking could AIM25 provide to support you through the current crisis and beyond? How is your organisation viewing their financial situation during the crisis? How can we make progress towards a National Collection funding scheme?

The second meeting, held on 7 December 2020, included presentations from Vicky Price, Head of Outreach, Special Collections, UCL; Meagen Smith, Collections Care Conservator, The London Library and Karen Bradford, Collection Care Monitoring Conservator, British Library; and Cindy Graham, Parasure Decontamination products. The trustees are extremely grateful to the presenters for making this meeting possible.

In view of the pandemic and its impact on partner archives it was not felt appropriate to demand affiliation fees during the period, although three archives did pay subscriptions, for which the trustees are grateful. It is anticipated that affiliation fees will be introduced again for 2021-22; the trustees are extremely grateful to Max Communication who have agreed to administer the collection of these fees on a pro bono basis. The unrestricted income they provide will be important in meeting website hosting costs.

Reserves Policy

The trustees have set a reserves target of £2,000, which would be sufficient to pay a commercial supplier to maintain the charity's website for a year while additional funds were sought. The actual reserves at year end were £1,211. The trustees anticipate that the reintroduction of affiliation fees should enable reserves to be replenished over time.

Plans for Future Periods

During the year under review the charity secured a grant of £7,000 from The National Archives (TNA). The TNA Network for Change grant scheme provides grants for shared interest development projects undertaken by established networks, that have the potential to lead to positive change for the network and the wider archive sector. To this end, AIM25 will be working with relevant partner organisations on a digital preservation network.

The other main focus of activity will be completing the Yerusha Project work being funded by the Rothschild Foundation, including export of relevant data to the Yerusha database.

The trustees also hope to organise meetings for affiliated archives with a target of three a year although these may be virtual / hybrid initially.

Related party transactions

As at year-end, a debt of £1,260 remains outstanding to the Treasurer in respect of legal fees she paid on behalf of the charity relating to its initial incorporation and registration. It is anticipated that this debt will be settled as soon as there are sufficient unrestricted funds available (over and above the minimum reserves requirement).

Financial Statements

The charity has chosen to prepare receipts and payments accounts. As the gross income is below the audit threshold the trustees have opted to have these independently examined.



Anne Rainford
Treasurer

10 September 2021

Independent Examiner's Report to the Trustees of AIM25

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2021.

As the trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

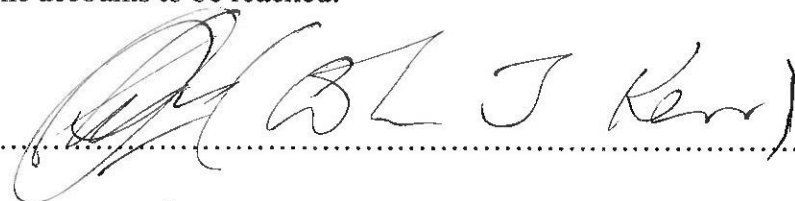
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature:



Name:

MR COLIN J KERR

Address:

Flat 11, 18 Shepherds Hill

Highgate

LONDON

N6 5AQ

Date:

21 September 2021

AIM25

STATEMENT OF RECEIPTS AND PAYMENTS

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Receipts				
Grants and donations	-	45,945	45,945	38,945
Affiliation fees	150	-	150	1,500
Total receipts	150	45,945	46,095	40,445
Payments				
Website hosting	1,140	-	1,140	2,094
Website development	-	-	-	4,500
Archive liaison	-	54,857	54,857	2,071
Insurance	-	75	75	
Total payments	1,140	54,932	56,072	8,665
Net receipts / (payments) for period	(990)	(8,987)	(9,977)	31,780
Reconciliation				
Cash brought forward	2,276	32,374	34,650	2,870
Net receipts / (payments) for period	(990)	(8,987)	(9,977)	31,780
Cash carried forward	1,286	23,387	24,673	34,650

AIM25

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Assets			
Cash at bank and in hand	1,286	23,387	24,673
Total assets	<u>1,286</u>	<u>23,387</u>	<u>24,673</u>
Liabilities			
Amounts owed to suppliers	-	-	-
Amounts owed to trustees	1,260	-	1,260
Total liabilities	<u>1,260</u>	<u>-</u>	<u>1,260</u>

Approved by the Trustees on 10 September 2021 and signed on their behalf by:



Anne Rainford
Treasurer

Notes

1. There were no guarantees outstanding as at 31 March 2021.
2. There were no debts outstanding as at 31 March 2021 secured by a charge over the charity's assets.