

Registered number: 04480153
Charity number: 1093468

YORKSHIRE FILM ARCHIVE
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

YORKSHIRE FILM ARCHIVE
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

Trustees	C Morrow, (Chair) T Suthers, (Joint Deputy Chair) P Wilkinson, (Joint Deputy Chair) R Hickey D Grayson D Stewart G Thompson M Harvey S Joynson (resigned 13 December 2021, re-appointed 21 February 2022)
Company registered number	04480153
Charity registered number	1093468
Registered office	York St John University Lord Mayors Walk York North Yorkshire YO31 7EX
Company secretary	B Woods
Accountants	BHP LLP, Chartered Accountants Chartered Accountants Rievaulx House 1 St Mary's Court Blossom Street York YO24 1AH
Bankers	Santander Bridle Road Bootle L30 4GB
Solicitors	Wrigleys 19 Cookridge Street Leeds LS1 3AG

Chair's Statement



This has been a year of significant change for the Archive as we said goodbye to our founder Director Sue Howard, after more than thirty years at the helm, and welcomed our new Director, Brent Woods, who will take us on the next stage of our development journey. It is also the first year we have begun to fully realise the benefits of our investment in a new Digital Asset Management system, which is allowing us, and our customers, to access and manipulate our archive films much more easily.

We have emerged positively from a challenging period navigating the pandemic, with strong customer demand for our archive films for use in film, television and digital productions, new funding streams coming online for specific projects, and greater agility in our ways of working, necessitated by Covid 19, but now bringing longer term benefits to the organisation.

Our current focus is on simplifying our systems to improve efficiency and time management, so that we can maximise the time available to unlock more of our archive for the benefit of and enjoyment by the public.

We are grateful to the BFI, the National Lottery Heritage Fund, our grant-giving supporters and donors, and to our Trustees and especially our current and former staff for helping us through the many challenges of the past two years, enabling us to look forward to a bright future.

Clare Morrow
Chair, Yorkshire and North East Film Archives

YORKSHIRE FILM ARCHIVE

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**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees present their annual report together with the financial statements of the Company for the year 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

a. Constitution

Yorkshire Film Archive is a charity constituted as a company limited by guarantee (registered charity number 1093468 and registered company number 04480153) and therefore subject to charity and company law.

Yorkshire Film Archive is governed by a Memorandum and Articles of Association which set out its charitable objectives:

- To advance the education of the public in the history, customs, culture and artistic and ecological heritage in the area of benefit by the establishment and maintaining of an archive of motion pictures relating to the subject, whether film, videotape or other medium.
- To advance the education of the public in the artistic, educational and historical sequences of such motion pictures and any kind of library, documentary or production material related to such motion pictures.

b. Methods of appointment or election of Trustees

The Board seeks to maintain a balance of professional skills and experience relevant to YFA's activities and the sector in which it operates, and to include members representing the different areas of Yorkshire and the North East of England.

The Board regularly reviews its constituency in the light of strategic objectives and needs.

Under the Memorandum and Articles of Association, the Board may consist of up to 15 Trustees, each of whom is appointed for a period of three years. Upon retirement, Trustees may offer themselves for re-election.

Don Stewart and Rob Hickey were re-appointed as Members and Trustees at the AGM on 13 December 2021.

Sally Joynson resigned as Member and Trustee at the AGM on 13 December 2021 and was then co-opted to rejoin as Member and Trustee with full voting rights at the Board of Trustee meeting on 21 February 2022.

Our People

The summer of 2021 saw a significant change for the organisation with the retirement of our founding Director, Sue Howard. We want to record a huge thank you to Sue for her vision, hard work and perseverance, which grew the archive from a fledgling idea over thirty years ago to the unique, valuable and important collection it is today.

Our new Archive Director, Brent Woods, joined us in July, bringing a wealth of third-sector leadership experience with expertise in media, film and audience engagement activity. He joins a strong team who have built considerable expertise in collecting, preserving and making accessible the very special collections we care for.

During and after the significant impacts of COVID in 2020, we have maintained a flexible working approach for the team throughout. Both archive sites remained closed to public visitors until the lifting of restrictions on 19 July 2021. The organisation maintained its COVID safe policies and risk assessments and benefited greatly from our host universities' guidance and on-site testing facilities.

Our team demonstrated flexibility and resilience throughout the pandemic, for which we are very grateful.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

The Board of Trustees, which currently has nine members, administers the charity. The Board meets quarterly, with the Annual General Meeting taking place in the autumn.

The Board has delegated specific responsibilities to three regular subcommittees Finance, Personnel and Nominations. The chair of each regular committee reports back to the Board at each formal meeting.

Finance Subcommittee is Penelope Wilkinson (Chair), Clare Morrow and Rob Hickey

Personnel Subcommittee is Terence Suthers (Chair), Clare Morrow, Michael Harvey

Nominations Subcommittee is Clare Morrow (Chair), Don Stewart, Dale Grayson and Sally Joynson

d. Policies adopted for the induction and training of Trustees

Trustees are briefed by the Chair and Director on current activities and resources, and the Archive's future plans. Most Trustees are already familiar with the work of the Archive before joining the Board, and Yorkshire Film Archive has a standard induction process which includes visits to Yorkshire Film Archive and North East Film Archive, introductions to staff and working practices, and an induction pack containing governance information, organisational structure, roles and responsibilities, and financial information.

e. Related party relationships

Although it is an entirely independent charity, the YFA has a long-standing association with York St John University, and its premises within the University's Fountains Learning Centre in York are secured on a 25-year lease, as are the premises of the North East Film Archive office, which is based on the campus of the University of Teeside. The leases run until 2028 and 2027 respectively.

YFA's partnership with the British Film Institute (BFI), the lead body for film across the UK, is critical, both in terms of funding, and in sector wide development and delivery. Through the BFI, YFA receives annual Lottery funding on an agreed business plan.

Work has continued this year on the preservation and digitisation of video tape and television collections as part of the BFI's 2022 Forward Strategy.

YFA is a member of Film Archives UK, which represents all of the public sector film and television archives in the UK.

Trustees are required to disclose all relevant interests, register them with the Company Secretary and withdraw from decisions where a conflict of interest arises.

Trustees are also required to declare any conflicts of loyalty. Conflicts of loyalty may occur if, for example, an individual is a trustee for more than one charity. A conflict would also arise if a Trustee's decision at one charity could be influenced by their knowledge of and duty to the other charity - even if there was no benefit to the Trustee.

Board approval is required in the event that any professional services (where permitted in the governing documents) are sought from any Trustee. Details of Trustees' expenses and related party transactions are disclosed in the annual accounts.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

f. Mission Aims and Objectives

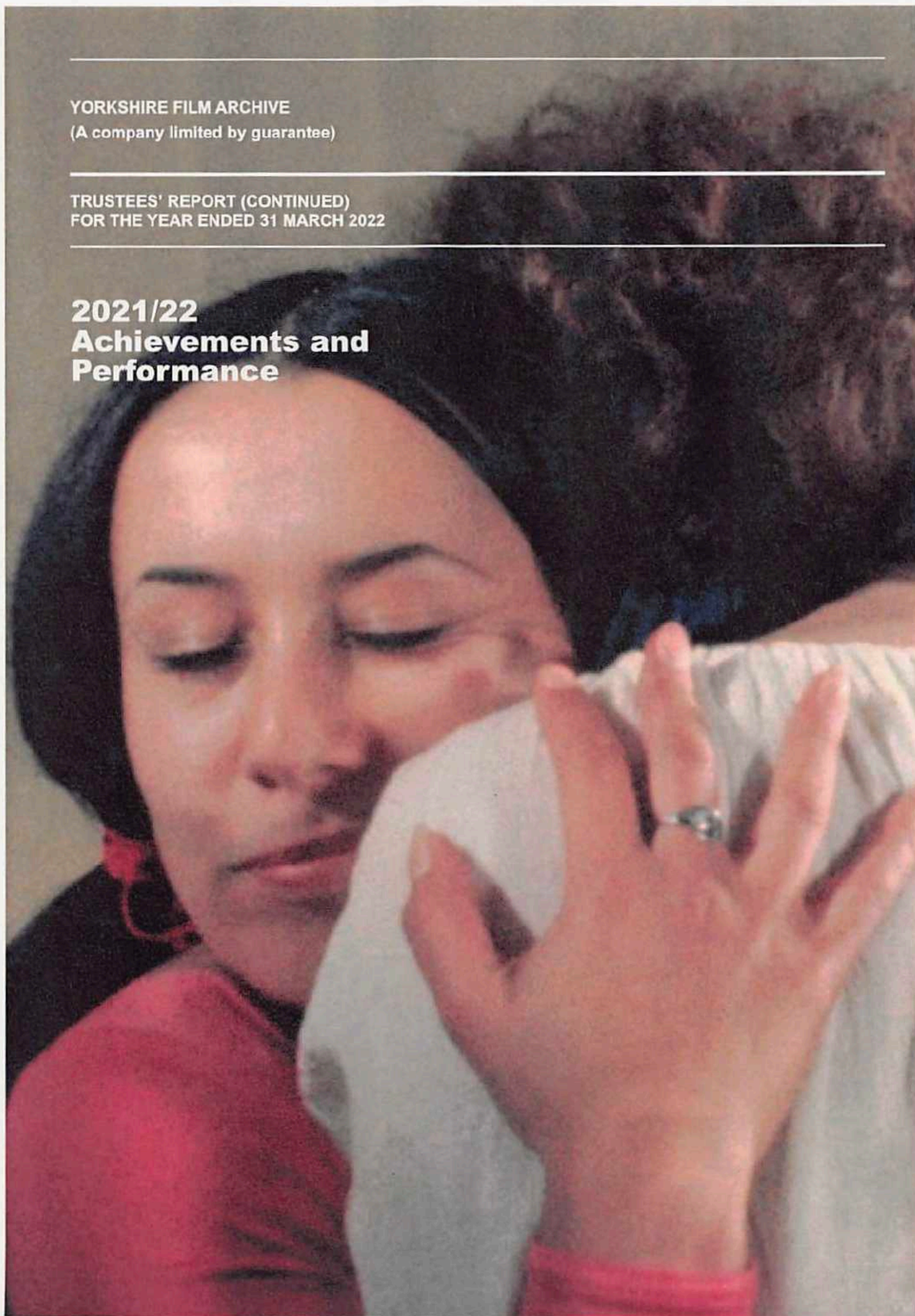
The Mission Statement is as follows:

'The Yorkshire Film Archive finds, preserves and shows film, videotape or other forms of moving image made in or about Yorkshire and the North East of England for the education, information and entertainment of the people of our regions and beyond.'

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

2021/22 Achievements and Performance



BFI Heritage 2022



Heritage 2022 (H22) is the BFI's preservation-led programme to safeguard high-risk significant videotape collections held by the BFI National Archive and Regional and National Film Archives (RNAs) across the UK through a major mass-digitisation programme of at least 100,000 titles. H22 is a key component of the BFI2022 Strategy and ambition to ensure that everyone, everywhere in the UK, will be able to enjoy more of the UK's moving image heritage. For the Archive, the result of this project is 6000 newly digitised videos, covering periods and subject matter that fill significant gaps within the currently accessible collection and will be of substantial public interest.

In 2021, the project's objective focused on selecting digitised works from videotape collections and making them

available to the public through a new digital service for UK public libraries called BFI Replay. BFI Replay will be made available to public libraries across the UK to offer greater opportunities for people to access the UK's screen heritage collections. The BFI invited regional and national archive partners to apply for funding to support all aspects of the work, including research, selection, rights clearances, metadata creation and other requirements to supply videotape material from their collections to be included in BFI Replay. By December 2021, the collections teams at the Yorkshire and the North East Film Archives had each created and delivered metadata for 200 works. Additionally, they curated collections to feature on BFI Replay, including Yorkshire at the Millennium, The Miners' Strike, The Way We Were,

Calendar People, Charles Boden's "The Last" Series, and Film Nova's 48 Hours project. Our work for BFI Replay means that these previously inaccessible Yorkshire stories will be available to the public across our region and the UK. As we look ahead to 2022, we anticipate the opportunity to add to these collections for BFI Replay, with an additional works from each of our archives made available to the platform.

Ukrainian Video Archives Society



The Yorkshire Film Archive was awarded a grant from Archive's Revealed, a collaboration between The National Archives, The Pilgrim Trust and the Wolf Foundation to appoint an Archive Cataloguer to spend a year cataloguing and contextualising a unique Ukrainian Video Archive collection. The result will allow us to make this collection available and easily accessible to the public.

(l-r): Michael Fedyszyn and Bohdan Lanovy from UVAS; Marion Hewitt, Project Steering Committee; Larysa Bolton, Project Cataloguer.

The Ukrainian Video Archive Society began filming in 1983 with the express mission to record the life of the Ukrainian community in Bradford, West Yorkshire. As the collections grew, a small group of videographers recognised the significance of the material. They expanded their work to capture momentous events, both in the UK and abroad, to be shown throughout Ukrainian communities and archived for future reference. The collection reflects important celebrations and traditions within the community, including performances from dance ensembles and choirs, events held by the Ukrainian Women's Society and Ukrainian Youth Association in Bradford, alongside important visits, including the Ukrainian Presidential visit to the UK. This is a significant collection of over 700 videotapes of footage created by first- and second-generation immigrants about their community and transition to life in the UK, to be passed to next generations as a record of the part the Ukrainian community has played in contributing to the rich diversity of Bradford.

Just 23 days after the start of this project, Russia invaded Ukraine, increasing the importance and interest in making this record of Ukrainian life in the UK available to all.



Lost Connections



Yorkshire Film Archive led the first creative collaboration of the 12 UK regional and national archives to produce a new short film, *Lost Connections*.

Lost Connections draws on a century of archive footage. Accompanied by narration from artist and performer Hussina Raja, the film invites reflections on loss, loneliness, isolation, and expressions of desire, optimism, renewal and hope for the future – the need for human connection across the generations. It is a film about recovery and the joy of reconnecting with each other, created to mark the UK's experience of being disconnected during the Covid lockdowns.

Lost Connections was commissioned by Film Hub North on behalf of the BFI Film Audience Network (FAN). The four-month production was a considerable task for Yorkshire Film Archive's in-house Editor, who wove together 200 archive clips from more than 400 films submitted by the partner archives into a 13-minute short film. Released in July 2021 at the Cinema Rediscovered Festival, the film has since enjoyed screenings at many FAN member venues and reached audiences on BFI Player, Into Film+ and YouTube. We were honoured that *Lost Connections* won the prestigious FOCAL (Federation of Commercial Audiovisual Libraries) International Award for best use of footage in a short film production.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Memory Bank: Leeds

Originally planned for May 2020, YFA completed its commission from Leeds' Hyde Park Cinema to develop a Leeds-specific Memory Bank pack in 2021.

Memory Bank is an award-winning series of innovative DVD resource packs using archive films to bring past events and experiences to life, prompting stories and memories to share and enjoy: great for reminiscence, memory and life story work, and easy to use in a range of settings, from social groups, care homes, dementia cafés, to one-to-one reminiscence, or to enjoy together at home.

In addition to running reminiscence sessions in-house, Hyde Park Cinema are distributing the Memory Bank: Leeds packs free of charge to care homes, charities and individual carers across the Leeds area.

BBC Digitisation Project

In 2020 the BBC commissioned the Yorkshire Film Archive to digitise 5000 items, equating to approximately 250 hours, of content from the BBC regional news collections for Yorkshire and the North East of England. These collections will become accessible for future use for the first time since being broadcast. The success of our work in 2020 was extended in 2021, providing us with the opportunity to digitise more than 10,000 items. The project expanded our knowledge of our BBC regional news collections and improved existing metadata, facilitating future access to the collections for the general public.

TV Time Machine

The three northern archives - North West Film Archive, North East Film Archive and Yorkshire Film Archive - have been exploring audience development of the TV heritage collections housed and cared for by the archives. As a result of these discussions, Yorkshire Film Archive secured funding from Film Hub North to research and explore the three collections and develop a plan for revealing these collections in engaging ways to audiences across the north. A research and development report was completed in March 2022 with proposals to deliver a programme of events in the latter part of 2022 and early 2023.



Footage Licensing



We support film, television and digital content makers and artists to tell our region's stories by licensing film heritage footage.

The enforced lockdowns of the coronavirus pandemic resulted in more people at home consuming content while production companies and broadcasters struggled to make new live-action programmes. As a result, an upsurge in storytelling with archive material helped meet the growing demand. Our Digital Asset Management system, launched in October 2020, has been transformational, making it possible to meet this new demand for footage more efficiently and to deliver it faster. The no-nonsense search facility is front and centre of the system, allowing users to narrow their search down quickly and discover content, thanks to the collection team's strong and detailed metadata. Throughout 2021 the upward trend of interest in creating programmes that tell stories about Yorkshire and The North East continued.

"I'm already approaching my next project, and knowing that YFA and NEFA's portal is now so easy to access means I will have them at the top of my library list for broad searches, rather than as a niche library for a select few requests."

- Nick Gilbert, Archive Producer for BBC2's 'A House Through Time'

Amongst others, we are proud to have had footage from our collections included in the following productions:

Yorkshire Ripper: The Secret Murders
Impossible Factual for ITV

Muhammad Ali - A Life In 10 Pictures
BBC Studios for BBC

Elizabeth: A Portrait In Part(s)
RIBA Films

A House Through Time, Series 4:
Leeds
Twenty Twenty Television for BBC

Homemade: Leeds by Josh Warrington
DAZN

Great North: A Run, A River, A Region
Filmnova Sports Production

Yorkshire Cop - Police Racism and Me
Milk First Productions for Channel 4

Jimmy Savile: A British Horror Story
72 Films for Netflix

Comedy Gold: Last of the Summer
Wine
Studio Crook for Channel 5

Gazza
35 Yard Development for BBC

Jane McDonald: My Yorkshire
Viacom Studios for Channel 5

Events and Exhibitions

The events and exhibitions we organise and support increase access to our collections and reach audiences in engaging and interactive ways.

Our popular and typically over-subscribed archive film show programme continued to be impacted by the effect of the coronavirus pandemic. Throughout the year, there was still trepidation amongst audiences (especially the older demographic) to return to cinema and community events. Despite this, we delivered a small number of well-attended film screenings and supported many other events and exhibitions that use film heritage.

August

Yorkshire Day in York

In partnership with Make It York, the York BID and the City of York Council, we curated a 60-minute programme of York content that was seen by over 2000 residents and visitors on giant TV screens in the city centre.



Calderdale on Film, Hebden Bridge
Helping to celebrate the centenary of Hebden Bridge Picture House, we presented a matinee and early evening screening of film heritage from Calderdale.

Hebden Bridge Carnival 1924

Also, for Hebden Bridge Picture House, we supplied a special re-release of Hebden Bridge Carnival 1924 with a

new score written by Ben Burrows for piano quintet in keeping with the group of musicians known to have played at the Hebden Bridge Picture House in the 1920s.



John Tindale: A Vision of Whitby at the Whitby Museum

We used more than 30 films to curate a multiple-screen projection for the John Tindale exhibition, highlighting what is unique about Whitby and the people who live in it.

September

Animating Hexham in Hexham

Selections from our archive were integrated into animations projected onto buildings to inspire conversations about Hexham's heritage.

October

Rewinding the Welfare State at Spennymoor Settlement's Everyman Theatre

Illustrated by films from the North East Film Archive, Teesside University lecturer Ben Lamb explored the impact of the Welfare State from the 1920s to the present day.

FIELDS: Farming on Film at Star & Shadow Cinema Newcastle

Rural footage from North East Film Archive was used in a film about British and North East farming heritage.

Childhood Galleries at the Abbey House Museum, Leeds

The museum's Childhood Galleries included a combination of Yorkshire and North East material focusing on childhood.

November

Bradford Film Show at the Bradford Club

'Yorkshire Day' themed film show at the Ilkley and District U3A

Chemical City exhibition at MIMA, Middlesbrough

The archive curated two 15-minute films from North East Film Archive

'Despite not being from the area, the sense of pride in the Hebden Bridge people and community shone out. The presentation from the Yorkshire Film Archive was engaging and entertaining, underpinned with a real sense of place.'

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

collections for an exhibition examining the legacies of chemical production in the Tees Valley. Visited by more than 4000 people, the exhibition focused on people and place within the ICI workforce, industry and communities and the challenges of the environmental impact of the chemical industry on Teesside.



Photo by: MIMA

December

Zoom Film Show for the Institution of Mechanical Engineers

An evening of railway film heritage, including iconic locomotives, local lines, miniature and model railways, wartime and other rare footage.

Dockyards, Demos and New Directions touring across the UK

A touring project from Compass Presents, the archive supported their team of community curators in Sheffield and Leeds with footage and training to curate a short film about their cities.

A Retro Christmas at Kiplin Hall, North Yorkshire

As a counterpoint to the Hall's exhibition celebrating the vibrancy of Christmas in the 1970s, the Archive created 'Decade of Discontent', an archive film which remembered the four-day week, strikes and tensions of the decade.

January

Black Country: Black Regionality on Film at the Four Corners, London

To support the T A P E Collective's programme of films, Yorkshire Film Archive supplied a celebratory short

film made in Leeds in 1980 that documented the colour and spectacle of the annual West Indian Carnival.

March

The Mills Are Alive, Manningham, Bradford

The Yorkshire Film Archive supported an epic projection show which illuminated the Lister Mills' chimney in Manningham with historical footage of the Mill in the 1950s.



North of the Tyne, Under the Stars Newcastle

From the Scottish border to the banks of the Tyne, North East Film Archive footage was used as part of Take Me to the River, an event attended by approximately 40,000 people. This multimedia adventure told a powerful, punchy tale of North East spirit and playful perseverance, inspired by local history and stories.



Photo by: House of Hues

The Awakening, Hull

The Awakening was an outdoor cinema experience along the river Hull. Using footage from the Yorkshire Film Archive, RE:SCORE intimately projected these films (featuring footage of post-war housing, 1930s Hull, bustling 1960s fish docks and a local railway station) on the historic buildings that inhabit the staithes along the High Street.

Wolds History Weekend, North Dalton

The Wolds history weekend included a special screening of A.R. Smith's 1959 film, The East Riding, which the Yorkshire Film Archive holds.



Photo by: Rob Halliburton

Hexham on Film at The Forum, Hexham

Matinee and evening presentations of film heritage as part of the second Tyne Valley Film Festival supported by the Hexham Local History Society.

"The piece was a huge success, and we had loads of great feedback. What was particularly noticeable for me was the diversity of ages watching and enjoying the piece: kids dancing in front of it, young people cheering when their town or city was mentioned, and older people clearly reminiscing about the places they were watching. The archives continue to be a rich source of inspiration and emotive content for us."

- Simon Wainwright, Video Designer and Visual Artist, Imitating the Dog

Education



Once again, we welcomed York St John University History students to fulfil work placements at Yorkshire Film Archive. Students took part in an introduction to moving image archiving session, learning about the principles of cataloguing moving image collections – and the importance of adding contextual information to increase discoverability and engagement for members of the public and specialist researchers. The students wrote contextual details which have been added to our catalogue enabling new content to be made available publicly.

In association with the Rowntree Society, Borthwick Institute for Archives and the University of York, we

supported a project called 'Bringing the Rowntree Life and Leisure Interviews to Life'. Archive footage has been integrated into short films and interviews. It will be part of educational talks presented in person and online to students, academics, schools, and historical and civic societies.

We were honoured that our Lost Connection production was added to the library of the IntoFilm+ in-school streaming platform. Available with learning resources for teachers to screen and discuss in class, it was also featured in IntoFilm's mental health and wellbeing awareness campaign. York St John University history students also used Lost Connections in a session called The Pandemic: 'Living through a

moment in history' and by film students as part of their 'Britain on Film' module.

We also provided training for archivists and curators from the National Railway Museum. We delivered an introduction to moving image archiving, focusing heavily on practical hands-on training in film and video identification, conservation (film handling and repair), digitisation routes and recommendations, proper storage, and metadata standards specific to moving image collections

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

2021/22 Achievements and Performance (continued)

Risk Management

Yorkshire Film Archive's Trustees are responsible for managing risk within the organisation. Trustees view risk management as an essential discipline and set the risk appetite for the charity, ensuring that there are reasonable procedures for preventing and detecting significant risks.

Trustees regularly review risks to the organisation at quarterly meetings. The Risk Register identifies and categorises risk under the key headings of Governance, Operational, Financial and External Factors that may impact current or future operations so that mitigating actions can be agreed upon and set in place as part of sound planning.

As a charity operating in the cultural sector, the financial uncertainty over future public funding streams remains a concern. This requires a clear forward strategy that ensures key funders and stakeholders have confidence in the organisation's overall direction and new funding opportunities can be clearly articulated with well-defined outcomes.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Reserves policy

Introduction

This policy sets out our need for financial reserves and the target range of those reserves. This policy has been written to meet the Charity Commission guidance 'Charities reserves: building resilience' (CC19)

Components

This policy allocates money from our unrestricted cash balance. On 31 March 2022, our unrestricted cash balance was £230,769.

We have calculated an appropriate reserves range for our organisation of £148,353 to £308,353, which is broken down into the following components:

Reserves Range	£
Dissolution	133,353
Sinking Fund	15,000
Minimum Level:	148,353
Continuity	64,000
Restructure	96,000
Maximum Level:	308,353

Dissolution

Our target is to retain the equivalent of current redundancy costs and three months of operating expenses in the event of the Trustees' decision that the charity could not continue to operate

Sinking Fund

Our target is to retain a fund that is used to remedy an unexpected failure of equipment that is critical to the running of the archive

Continuity

Our target is to retain the equivalent of two months of budgeted core costs to provide cash flow flexibility in the event of delays in grant payments or managing contracts paid in arrears.

Restructure

Our target is to retain the equivalent of three months of budgeted core costs to enable the charity to continue operations if it needs to restructure and source new funding.

The minimum level of reserves required is for Dissolution and Sinking Fund.

Our goal is to increase reserves to the maximum level, enabling the charity to achieve strong financial resilience. These reserves help to ensure that we can continue to safeguard our film heritage while responding and adapting to changes in funding availability.

To reach the maximum level of reserves within five years, the charity will need to achieve a cash inflow of £15,517 each year, which we recognise will be a challenge in the current economic climate.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Annual review

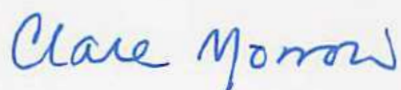
Trustees will review this policy on an annual basis along with the draft budget to ensure:

- financial risk is assessed
- the continuity and restructuring components match the yearly budget
- maintenance component considers a reasonable estimate
- the dissolution component matches the staffing levels and forecast redundancy costs.

Principal Funding Sources:

British Film Institute
York St John University
National Lottery Heritage Fund
Income Generation

Approved by order of the members of the board of Trustees on 26 September 2022 and signed on their behalf by:



C Morrow
(Chair of Trustees)

**STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2022**


The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:



C Morrow
Chair of Trustees
Date: 26 September 2022

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2022**

Independent examiner's report to the Trustees of Yorkshire Film Archive ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Signed: 
BHP LLP (Nov 2, 2022 15:04 GMT)

Dated: Nov 2, 2022

Alyson Kimber FCCA, DChA

BHP LLP
Chartered Accountants
Rievaulx House
1 St Mary's Court
Bloosom Street
York
YO24 1AH

YORKSHIRE FILM ARCHIVE
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	114,747	72,019	186,766	245,483
Charitable activities	4	150,520	-	150,520	176,112
Investments	5	332	-	332	511
Other income	6	-	-	-	23,424
Total income		265,599	72,019	337,618	445,530
Expenditure on:					
Charitable activities	7	280,107	72,019	352,126	360,028
Total expenditure		280,107	72,019	352,126	360,028
Net movement in funds		(14,508)	-	(14,508)	85,502
Reconciliation of funds:					
Total funds brought forward		219,121	-	219,121	133,619
Net movement in funds		(14,508)	-	(14,508)	85,502
Total funds carried forward		204,613	-	204,613	219,121

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 23 to 34 form part of these financial statements.

YORKSHIRE FILM ARCHIVE
(A company limited by guarantee)
REGISTERED NUMBER: 04480153

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Current assets			
Debtors	10	26,601	53,883
Cash at bank and in hand		230,769	228,637
		<u>257,370</u>	<u>282,520</u>
Creditors: amounts falling due within one year	11	(52,757)	(63,399)
Net current assets		<u>204,613</u>	<u>219,121</u>
Total assets less current liabilities		<u>204,613</u>	<u>219,121</u>
Net assets excluding pension asset		<u>204,613</u>	<u>219,121</u>
Total net assets		<u>204,613</u>	<u>219,121</u>
Charity funds			
Restricted funds	12	-	-
Unrestricted funds	12	204,613	219,121
Total funds		<u>204,613</u>	<u>219,121</u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Clare Morrow

C Morrow

Date: 26 September 2022

The notes on pages 23 to 34 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. General information

The charity is a private company limited by guarantee incorporated in England and Wales. The members of the company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Yorkshire Film Archive meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing financial statements.

2.3 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

2.6 Taxation

The Company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2.13 Critical accounting estimates and areas of judgment

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.14 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations				
Other	1,238	-	1,238	750
Grants receivable				
British Film Institute - Grant in Aid	102,100	-	102,100	95,000
York St John University	10,000	-	10,000	10,000
British Film Institute Video Digitisation	-	21,272	21,272	9,114
Heritage Lottery Fund North East Stage 2	-	-	-	32,854
British Film Institute 2020/21 Restart Support	-	5,500	5,500	49,500
Archives Revealed UVAS	-	25,529	25,529	11,566
Film Hub North TV Time Machine	-	13,750	13,750	1,250
NLHF Emergency Fund	-	-	-	34,500
Trustee Fundraising	1,409	-	1,409	949
Archives Revealed UVAS	-	5,968	5,968	-
	114,747	72,019	186,766	245,483
	114,747	72,019	186,766	245,483
<i>Total 2021</i>	106,699	138,784	245,483	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Transfer of film	5,356	5,356	1,190
Other charitable activities	1,961	1,961	8,172
Memory bank packs	383	383	1,667
DVD sales	2,050	2,050	6,544
Storage fees	8,297	8,297	8,000
Commissioned work	27,890	27,890	53,825
Film shows	1,697	1,697	535
Broadcast sales	102,886	102,886	96,179
	<u>150,520</u>	<u>150,520</u>	<u>176,112</u>
<i>Total 2021</i>	<u>176,112</u>	<u>176,112</u>	

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest	332	332	511
	<u>511</u>	<u>511</u>	
<i>Total 2021</i>	<u>511</u>	<u>511</u>	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

6. Other incoming resources

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Coronavirus Job Retention Scheme	-	-	23,424
<i>Total 2021</i>	23,424	23,424	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Governance: Independent examination fees	2,331	-	2,331	2,500
Heritage Lottery Fund North East Stage 2	-	-	-	32,854
British Film Institute Video Digitisation	-	-	-	9,114
NLHF Emergency Fund	-	-	-	34,500
Film Hub North TV Timemachine	-	13,750	13,750	1,250
British Film Institute 2022 Restart	-	5,968	5,968	49,500
Film Hub North Lost Connections	-	25,529	25,529	11,566
Core Activity	277,776	-	277,776	218,744
British Film Institute 2022	-	26,772	26,772	-
	280,107	72,019	352,126	360,028
<i>Total 2021</i>	221,244	138,784	360,028	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

8. Net income/(expenditure)

This is stated after charging:

	2022 £	2021 £
Independent examination fees	2,331	2,500

During the year, no Trustees received any remuneration (2021 - £NIL).
During the year, no Trustees received any benefits in kind (2021 - £NIL).
1 Trustee received reimbursement of expenses of £10 (2021 - £NIL).

9. Staff costs

	2022 £	2021 £
Staff costs were as follows:		
Wages and salaries	226,486	212,589
Social security costs	17,118	14,441
Other pension costs	25,075	28,286
	268,679	255,316

The average number of persons employed by the charity during the year was as follows:

The average number of persons employed by the Company during the year was as follows:

	2022 No.	2021 No.
Management	2	2
Project	8	7
	10	9

No individual employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits received by key management personnel is £74,026 (2021: £60,130). The Trust considers its key management personnel to comprise the Archive Director. During the year there was an overlap of individuals in the role of Archive Director.

YORKSHIRE FILM ARCHIVE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

10. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	24,147	53,868
Other debtors	20	15
Prepayments and accrued income	2,434	-
	<u>26,601</u>	<u>53,883</u>

11. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	4,709	9,299
Other taxation and social security	11,346	7,306
Other creditors	1,866	2,626
Accruals and deferred income	34,836	44,168
	<u>52,757</u>	<u>63,399</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
General Funds	219,121	265,599	(280,107)	204,613
Restricted funds				
British Film Institute Heritage 2022 Film Digitisation	-	21,272	(21,272)	-
Film Hub North TV Time Machine	-	13,750	(13,750)	-
BFI 2020/21 Restart Support	-	5,500	(5,500)	-
Film Hub North Lost Connections	-	25,529	(25,529)	-
Archives Revealed	-	5,968	(5,968)	-
	-	72,019	(72,019)	-
Total of funds	219,121	337,618	(352,126)	204,613

The restricted funds represent various projects and other work undertaken during the year which are funded by restricted grants from various funding organisations. Further details about these projects are included in the Trustees' Report.

YORKSHIRE FILM ARCHIVE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

12. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds	133,619	306,746	(221,244)	219,121
Restricted funds				
Heritage Lottery Fund North East Stage 2	-	32,854	(32,854)	-
British Film Institute Heritage 2022 Film Digitisation	-	9,114	(9,114)	-
National Lottery Heritage Fund Emergency Fund	-	34,500	(34,500)	-
Film Hub North TV Time Machine	-	1,250	(1,250)	-
BFI 2020/21 Restart Support	-	49,500	(49,500)	-
Film Hub North Lost Connections	-	11,566	(11,566)	-
	-	138,784	(138,784)	-
Total of funds	133,619	445,530	(360,028)	219,121

13. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
General funds	219,121	265,599	(280,107)	204,613
Restricted funds	-	72,019	(72,019)	-
	219,121	337,618	(352,126)	204,613

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

13. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	133,619	306,746	(221,244)	219,121
Restricted funds	-	138,784	(138,784)	-
	<u>133,619</u>	<u>445,530</u>	<u>(360,028)</u>	<u>219,121</u>

14. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Total funds 2022 £
Current assets	257,370	257,370
Creditors due within one year	(52,757)	(52,757)
Total	<u>204,613</u>	<u>204,613</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	282,520	282,520
Creditors due within one year	(63,399)	(63,399)
Total	<u>219,121</u>	<u>219,121</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

15. Pension commitments

The charity operates a defined contribution pension scheme for its employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. The amount recognised as an expense in the period was £25,075 (2021: £28,286). Contributions totalling £1,866 (2021: £2,626) were payable to the fund at the balance sheet date and are included in creditors.

16. Related party transactions

A payment of £nil (2021: £2,000) was made to Northbound Media Consultants Limited, specialists in advising on requirements for digital preservation and management of moving image collections, in line with the Archive's Financial Standing Orders. D Grayson, a trustee, is a director of Northbound Media Consultants Limited, but is not directly involved in the actual consultancy work.

During the year expenses totalling £10 were paid to 1 Trustee (2020: £nil).