



Trustees' Annual Report for the period

Period start date		Period end date					
Day	Month	Year	Day	Month	Year		
From	26	02	2018	To	31	12	2018

Section A

Reference and administration details

Charity name **The Archive of Microcars**

Other names charity is known by **The Register of Unusual Microcars**

Registered charity number (if any) **1177304**

Charity's principal address **2 Ridlands Grove**

Limpsfield Chart, Oxted

Surrey

Postcode

RH8 0ST

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chris Thomas	Chairman/Secretary		
2	Alastair Lauchland	Treasurer	26 02 18 to 12 09 18	
3	Malcolm Parker	Web site Administrator		
4	Malcolm Dudley			
5	Jean Hammond	Archivist		
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointment

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

In our first year we discovered that our main means of communication between the trustees was being blocked by some of the email servers, which has resulted in the resignation of the Treasurer and a change of email servers for the chairman and the Archivist.

We have found it very difficult to appoint a replacement Treasurer/Trustee and the Chairman is the acting Treasurer until a new treasurer can be appointed.

Section C

Objectives and activities

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

The major objective of the charity is to provide educational material to the world at large on the subject of Microcars.

To do this, our first task has been to rehouse and preserve an archive of documents and images, that have been collected or donated, to the Register of Unusual Microcars, which now forms part of the Archive of Microcars. To achieve this a new archive store building is needed into which the archive can be stored safely.

The second objective is to make the archive material available to the world at large through a process of cataloguing, scanning and uploading onto a new web site.

To do all of this has required donated funds, research and planning, which has taken longer than we had anticipated in our business plan.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We are fulfilling part of our core objective by publishing a quarterly magazine, which has been produced in-house for the last 35 years. This document satisfies one segment of the target audience we seek to accommodate. The others will develop as funds become available.

Journalist access to the archive has been made available when requested, and information has been provided to owners who have registered their cars with the Register of Unusual Microcars. Due to the location of the archive at present, public access is not possible.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Many of the documents, images and records that have been collected by the Register of Unusual Microcars over the previous 35 years along with the administration have been incorporated into the charity, along with the the change of name and jurisdiction, that the charity needs to comply with have been harmonised.

The program of phased work priorities and the raising of donations to support the program was started but proved more difficult than anticipated due to digital communication difficulties between the trustees, resulting in the resignation of one trustee.

The research and specification of the archive building was finalised prior to tenders being sought. Agreement was finalised on the siting of the archive building.

Section E

Financial review

Brief statement of the charity's policy on reserves

The policy is the charity will only spend the cash reserves that it has to fulfil the work highlighted in the business plan. It does not intend to borrow funds.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Main income over the last 35 years has been the subscriptions to the inhouse magazine, Rumcar News. This has now been supplemented by donations and other fund-raising activities. We are driving towards the purchase of a secure archive store building.

Section F


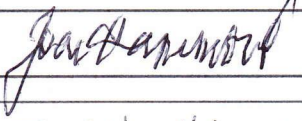
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CHRIS THOMAS	JEAN HAMMOND
Position (eg Secretary, Chair, etc)	CHAIR / SECRETARY	TRUSTEE / ARCHIVIST
Date	17 October 2019	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name The Archive of Microcars	No (if any) 1177304
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Receipts and payments accounts

For the period from	Period start date 01/01/2018	To	Period end date 31/12/2018
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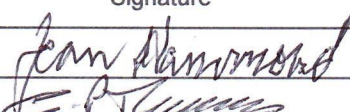

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Donations and Fundraising	6,985	-	-	6,985
Magazine subscriptions	3,382	-	-	3,382
Magazine back issue sales	414	-	-	414
Vehicle registration fees	34	-	-	34
Bank interest	18	-	-	18
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	10,833	-	-	10,833
A2 Asset and investment sales, (see table).				
Assets from The Register of Unusual Microcars	13,213	-	-	13,213
	-	-	-	-
Sub total	13,213	-	-	13,213
Total receipts	24,046	-	-	24,046
A3 Payments				
Magazine printing and distribution	2,057	-	-	2,057
Asbestos roof removal	723	-	-	723
Charity logo design and publicity banner	230	-	-	230
Additional postage for late subscribers	91	-	-	91
FHVC subscription	30	-	-	30
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	3,131	-	-	3,131
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	3,131	-	-	3,131
Net of receipts/(payments)	20,915	-	-	20,915
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	20,915	-	-	20,915

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	cheque account	9,124	-
	Savings account	11,791	-
		-	-
	Total cash funds	20,915	-
	(agree balances with receipts and payments account(s))		
		Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-
		Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
		Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

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

Signature	Print Name
	JEAN HAMMOND
	CHRIS THOMAS