

Registered charity number 1125610  
Company number 05747142

English PEN  
Report and financial statements for the year ended 31 March 2024

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Legal and administrative details

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Registered office                      24 Bedford Row  
London WC1R 4EH

Registered charity number    1125610

Company number                      05747142 (England and Wales)

**Trustees**

The Trustees, who are also directors of the company under Company Law, in office during the year and up to the date of signing the financial statements were:

Arifa Akbar,	Resigned 30 January 2024
L Beresford-Know	Appointed 25 January 2023
R Borthwick	Appointed 19 March 2019, elected Chair 7 December 2021 (reappointed 8 December 2022)
M Buyum	Appointed 23 June 2020 (reappointed 7 December 2023)
R Davis-Featherstone	Appointed 30 January 2024
C Galvin	Resigned 7 December 2023
G Godwin	Appointed 25 June 2019 (reappointed 8 December 2022)
T Hodgkinson	Appointed 23 June 2020 (reappointed 7 December 2023)
G Lindvall Gunaratne	Appointed 23 June 2020 (reappointed 7 December 2023)
D Miller	Appointed 1 October 2017 (reappointed 7 December 2021)
D Nayeri	Appointed 30 January 2024
N Parker	Appointed 30 January 2024
S Quraishi	Resigned 7 December 2023
A Schilz	Appointed 19 October 2021
J Stocks	Appointed 22 June 2021
V Yeginsu	Appointed 26 January 2021

Honorary president                      M Busby (appointed 19 April 2023)

Director                                      D Gorman

Independent auditors                      Knox Cropper LLP  
65 – 68 Leadenhall Street  
London EC3A 2AD

Bankers                                      HSBC  
76-78 Kings Road  
London SW3 4TZ

Triodos Bank  
Deanery Road  
Bristol BS1 5AS

Trustees' annual report

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**Structure, governance and management**

English PEN was incorporated on 17 March 2006 and registered as a charity on 26 August 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company, and is governed by Articles of Association (as amended 27 June 2017) and a deed of trust. The company is limited by guarantee as defined by the Companies Act 2006 and in the event of the company being wound up, company directors are required to contribute an amount not exceeding £1.

Membership of English PEN is open to poets, playwrights, essayists, editors, journalists, novelists, translators, publishers and other persons who share the organisation's aims of promoting literature and human rights. Members have the right to stand and vote in elections to the Board, ensuring a high standard of internal transparency and accountability.

The board of trustees, led by the chair, is responsible for the organisation's governance. The board meets quarterly and at each meeting considers a full report from the director, including the latest management accounts.

Several subcommittees, each governed by their own terms of reference, exist to support board oversight and decision-making. This includes the finance and audit committee. Subcommittees regularly throughout the year to consider specific business.

Responsibility for the day-to-day management of the charity is delegated to the director, who oversees the work of staff and volunteers. The director attends all board meetings.

**Trustee recruitment and induction**

New trustees are selected having regard to the skills and competencies required by the charity in delivering its objects. Current trustees have experience and knowledge of the organisation's activities, as well as finance and development expertise.

New trustees receive background material to familiarise themselves with the history and activities of the charity as well as Charity Commission documentation to inform them of their responsibilities and obligations under charity law. In addition, they are briefed by the director on key policy and operational issues facing the organisation.

Board performance is reviewed annually at an away day, where annual progress is also reviewed and future strategy and targets agreed.

**Public benefit**

English PEN constitutes a public benefit entity as defined by FRS 102.

In shaping English PEN's objectives and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

English PEN's registration as a charity on 26 August 2008 marked the Charity Commission's acceptance of the organisation's public benefit throughout its activities. The Charity Commission agreed with the trustees that 'writers, authors, editors, publishers and other persons similarly engaged throughout the world' constitute a 'particularly vulnerable' class of beneficiaries. This ruling enables English PEN to concentrate its resources most effectively on this beneficiary class, while benefiting the public generally.

Trustees' annual report

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**Related parties**

English PEN is the founding centre of PEN International, and has voting rights at the Assembly of Delegates, which constitutes PEN International's Annual General Meeting.

**Strategic report**

**Aims and objectives**

The objectives of the charity are:

- To promote the education of the public by encouraging the understanding, appreciation and development of writing in any style or form.
- To promote the human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) of writers, authors, editors, publishers and other persons similar engaged ("the Beneficiaries") throughout the world by all or any of the following means:
  - i. Monitoring and seeking to prevent abuses of human rights of Beneficiaries;
  - ii. Obtaining redress for Beneficiaries who are the victims of human rights abuse;
  - iii. Relieving need among Beneficiaries who are the victims of human rights abuse;
  - iv. Research into human rights issues affecting the Beneficiaries;
  - v. Educating the public about human rights and raising awareness of human rights issues;
  - vi. Providing technical advice to government and others on human rights matters affecting the Beneficiaries;
  - vii. Contributing to the sound administration of human rights law and commenting on proposed human rights legislation;
  - viii. Promoting public support for and international advocacy of human rights, and promoting respect for human rights among individuals and incorporations;
  - ix. Eliminating infringements of the prohibitions on torture, slavery, extradition killing, arbitrary detention and disappearance.
- To relieve poverty and distress among the dependents family and/or household members of Beneficiaries.

## Chair's Report

For over a century, English PEN has held true to its mission to defend, support, and champion the freedom to write and the freedom to read. In response to the turmoil raging across many parts of the world in 2023–24, we have engaged in urgent campaigning efforts. Freedom of expression is one of the first casualties of war, as the founders of PEN had witnessed and as we remain determined to challenge.

Throughout the year, our work with PEN Ukraine has been steadfast, as detailed in the Impact section of the report which follows. The tragic news of Victoria Amelina's death in July 2023, from injuries sustained in a Russian missile strike on a restaurant in Kramatorsk, was devastating. With our colleagues at PEN Ukraine and across the wider PEN family, we continue to mourn Victoria Amelina, an exceptional writer, friend, and colleague.

The Israel-Gaza war began in October 2023 and English PEN joined the call for an immediate ceasefire alongside PEN International. Since then, we have been actively supporting writers directed affected by the conflict, as detailed in the Impact section of the report.

Our work to support writers at risk remains a cornerstone of English PEN's mission. Our actions are always tailored to individual cases, taking many forms: solidarity, awareness-raising, financial support, public events, meetings with writers at risk and/or their representatives, and the provision of behind-the-scenes care. During this period, we supported more than 40 writers in various ways (including those in prison, in exile, and otherwise at risk). We also continued our PENWrites programme – a letter-writing campaign encouraging members to send messages of solidarity to writers in prison and at risk.

Defending and promoting freedom of expression in the UK continues to be of paramount importance, with a strong focus on shaping legislation and policy to safeguard this right for everyone in England. This year, we continued our work to combat the use of Strategic Lawsuits Against Public Participation (SLAPPs) and joined the 'Art not Evidence' coalition, campaigning for judicial reform to limit the use of creative and artistic expression as evidence in criminal trials, specifically Rap and Drill music.

Our work to support literature in translation built on previous successes in grant-giving, online publishing, events programming, and advocacy. Through our flagship grant PEN Translates, we awarded sums worth £90,000 to 25 books from 21 regions, and through PEN Presents we awarded 16 translators in the production of sample translations. Our online magazine *PEN Transmissions* commissioned work from 28 writers and translators, reaching 28,000 readers across the world, and our programme for International Translation Day was attended by 230 translators and literary professionals.

English PEN curated a rich and diverse events programme, both online and in-person, with total audiences of over 9,500. We hosted events with writers including Edmund de Waal, Sheena Patel, Derek Owusu, Juliet Jacques, Aviah Sarah Day, Dr Annabel Sowemimo, Omar Robert Hamilton, Kamila Shamsie, Olivia Laing, Hamed Sinno, and Yara Rodrigues Fowler. Partners for our events programme included Bath Festival, Norfolk Schools of Sanctuary, Bradford Literature Festival, Southbank Centre, Shubbak, Burnley Words Festival, and Frontline Club among many others.

## Trustees' annual report

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Michael Rosen was announced as the winner of the 2023 PEN Pinter Prize, shared with Uyghur academic and writer Rahile Dawut. The PEN Hessel-Tiltman Prize for historical non-fiction was awarded to Kojo Karam for his book *Uncommon Wealth: Britain and the Aftermath of Empire*. The 2023 PEN HG Wells lecture was delivered by Monica Ali in partnership with New Writing North.

Throughout this period, our dynamic staff team, led by Director Daniel Gorman, continued to work for and drive English PEN's work forward. I am deeply grateful to Daniel and the entire team for their dedication, and to the Board of Trustees, whose unwavering commitment and guidance have been invaluable. And I also wish to express my profound gratitude to our inspiring new President, Margaret Busby.

English PEN is a charity operating at the intersection of arts and human rights, and partnership is central to every piece of work that we undertake. We extend our sincere thanks to our members, our Patrons, our Silver PEN partners, our campaign collaborators, and our programme partners for their support for the organisation and our work.

*Ruth Borthwick, Chair*

## Director's Report

It was once again my honour to lead English PEN as Director. This incredible organisation is very much the product of its parts, and I am privileged to witness on a daily basis the work of our deeply driven and highly effective team.

Against a backdrop of global conflict and the erosion of human rights, the need to defend the freedom of expression has never been more urgent. We are deeply grateful to our community of partners and funders who stand with us, supporting our mission to celebrate great literature and the transmission of ideas in myriad ways.

In particular, I would like to thank our core funders, Arts Council England, Hawthornden Foundation, and the T. S. Eliot Foundation. Thank you also to our Silver PEN Partners, a community of corporate partners who share our core belief that everyone should have the freedom to read and the freedom to write.

We are also hugely thankful to the funders of specific strands of our work. This includes the Booker Prize Foundation; the British Council; the Authors' Licensing and Collecting Society; Bloomberg Philanthropies; and Open Society Foundations. Along with core support, Arts Council England also awards us the funding to deliver PEN Translates.

There are many other funders and individual donors who have contributed to prizes, to our campaigning, and to our core costs. To each of you, we extend our sincere gratitude.

Members are the backbone of English PEN's work, and we benefit from a dedicated membership who believe strongly in English PEN's values. Members support our work in various ways, from lending their voices to provide us with gravitas to actively participating in our campaigns, events, and translation initiatives. We are honoured to have you with us. Last year, we launched our PEN Patrons programme and were pleased to welcome a new circle of supporters into our community. Your generosity is deeply appreciated and I look forward to working with you over the years to come.

Trustees' annual report

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English PEN is committed to celebrating the diversity of literature, with a vision is of a world where free expression and equity of opportunity are accessible to all readers and writers. While this vision may sometimes seem distant, it becomes tangible and present in our conversations with those directly involved in our work. We will continue to defend and advance the freedom to write and the freedom to read. We are so grateful to all of you who engage with our work – thank you.

*Daniel Gorman, Director*

## **Impact**

### **Defending the freedom to write and the freedom to read**

In 2023–24, English PEN campaigned to support individuals whose freedom of expression was curtailed, and addressed broader, structural issues relating to freedom of expression in the UK.

#### **Writers at Risk**

We continued to support writers in prison and at risk around the world. While this work has traditionally focused on international writers, in recent years we have seen an increasing need for support from writers in the UK.

As ever, our support is tailored to the individuals we work with, subject to informed consent, and takes various forms:

- Solidarity, including through our ongoing PENWrites campaign
- Awareness raising, through social media and public outreach campaigns.
- Practical support, including financial assistance and referrals for therapeutic support
- Public events
- Hosting and attending meetings with writers at risk and/or their representatives
- Providing behind-the-scenes support to writers at risk and those close to them

During this period, we supported over 40 writers from more than 20 countries (including those in prison, in exile, and otherwise at risk). Key cases of concern include:

#### ***Alaa Abd el-Fattah***

British-Egyptian writer and activist Alaa Abd El-Fattah, an Honorary Member of English PEN, remains imprisoned in Egypt in violation of his right to freedom of expression. Our activities in 2023–24 included: working with PEN International to host a side event at the United Nations Human Rights Council in Geneva; supporting Alaa's family and international legal team with a submission to the UN Working Group on Arbitrary Detention and coordinating related letters of support; and asking members to write to their MPs to request they raise Alaa Abd el-Fattah's case in Parliament.

#### ***Rahile Dawut***

In October 2023, Professor Rahile Dawut, an internationally acclaimed academic, anthropologist, and leading expert on Uyghur folklore and cultural traditions, was announced as the Writer of Courage by PEN Pinter Prize winner Michael Rosen and also was featured in the PENWrites campaign.

## Trustees' annual report

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### *Mahvash Sabet*

Following the re-arrest of 2017 PEN Pinter Prize Writer of Courage award-winner Mahvash Sabet in Iran in July 2022, we have sought to raise further awareness of her situation. During this period, we announced Sabet as an Honorary Member of English PEN; featured her in the PENWrites campaign; and published an extract from her forthcoming memoir on *PEN Transmissions*.

### *Julian Assange*

We continued to monitor hearings in the case of Wikileaks founder Julian Assange, who remained in prison in the UK, facing extradition to the USA. Together with PEN International and sister PEN centres, we continued to call for his immediate release and for all charges to be dropped.

### *Jimmy Lai*

To mark World Press Freedom Day 2023, we launched a joint campaign with PEN International for imprisoned writer, activist, and British citizen Jimmy Lai, announcing him as a newly featured writer in the PENWrites campaign. We also highlighted Lai's case, alongside Alaa Abd el-Fattah's, at an event to mark the annual Day of the Imprisoned Writer at the Frontline Club in London.

## Thematic Campaigns

During the reporting period, we collaborated with writers and partner organisations in the UK and globally, including those affected by the wars in Gaza and Ukraine, along with continuing a strong focus on legislation and policy efforts in England to support freedom of expression for all.

### *Work with PEN Ukraine*

The majority of our work focusing on Ukraine was carried out in cooperation with PEN Ukraine and PEN International, and included:

- A joint partnership with Book Aid International to support PEN Ukraine's Unbreakable Libraries project with a donation of 25,000 brand-new books to destroyed and damaged libraries.
- Hosting Tetyana Teren, Executive Director of PEN Ukraine, and writer and PEN Ukraine member Victoria Amelina at the 2023 London Book Fair.
- Inviting Tetyana Teren for a month-long respite residency in January 2024. Reflecting on her experience, Teren described it as '*wonderful, productive, and unforgettable days.*'

In June 2023, we received the devastating news of Victoria Amelina's death from injuries sustained in a Russian missile strike on a restaurant in Kramatorsk, Ukraine. With our colleagues at PEN Ukraine and across the wider PEN family, we continue to mourn Victoria Amelina, an exceptional writer, friend, and colleague.

## Trustees' annual report

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### *Responses to the Israel-Gaza war*

Our work has focused on supporting writers under bombardment as well as those who have been able to leave, and amplifying PEN International's call for an immediate ceasefire. Other activities have included:

- Supporting the Valentines for Palestine crowdfunder: members of English PEN coordinated a fundraising campaign with independent bookshops across the UK. The funds raised – over £15,000 – were donated to the PEN Emergency Fund (via English PEN) and ringfenced to provide assistance grants to writers in or from Palestine.
- Publishing statements to amplify PEN International's work and sending joint letters to the Foreign Secretary and Prime Minister relating to writers and journalists affected.
- Announcing Gazan writer and former English PEN resident, Nayrouz Qarmout, as an Honorary Member of English PEN, and publishing her piece 'Dice' on *PEN Transmissions*.

### SLAPPs (Strategic Lawsuits Against Public Participation)

During this period, English PEN was actively involved in the UK Anti-SLAPP Coalition, advocating for robust measures to counter SLAPPs in the UK. Our efforts included:

- Engaging with parliamentary and ministerial stakeholders to push for the implementation of anti-SLAPP legislation.
- Offering visibility and support to writers affected by SLAPPs, through our online magazine and at various events, including at the London Book Fair.

In September 2023, we were invited to join a task force on SLAPPs established by the Department for Digital, Culture, Media & Sport in collaboration with the Ministry of Justice. While campaigning for independent anti-SLAPP legislation, we actively contributed to the presentation of a stand-alone anti-SLAPP legislation in the form of a Private Members Bill (PMB). Wayne David MP presented the Bill in January 2024, with support also provided by the Government. We remain committed to ensuring that the Bill is robust enough to fully protect individuals and organisations from SLAPPs.

### Art not Evidence

English PEN joined the 'Art not Evidence' coalition to campaign for judicial reform to limit the use of creative and artistic expression as evidence in criminal trials, specifically Rap and Drill music.

### Residencies

We were delighted to continue hosting resident writers in 2023–24. Residents included Kurdish poet and journalist Nedim Türfent and PEN Ukraine's Executive Director, Tetyana Teren. We are hugely grateful to our partners at the Goethe-Institut London for their invaluable support of this programme.

### Writers in Exile

2023–24 saw us further develop our support for writers in exile or displacement in the UK, with a particular focus on creative practice. We remain grateful to key partners, including the London Library and the West Lodge Project, for their assistance in this work.

## Championing the Freedom to Write and the Freedom to Read

Our work on championing freedom of expression takes a variety of forms, reflecting our comprehensive engagement with this fundamental right. This includes our highly regarded work on bibliodiversity, including PEN Translates, PEN Presents and International Translation Day, along with our strong nationwide events and prizes programmes.

### PEN Translates

PEN Translates has now supported over 350 books from more than 90 languages with over £1.1m of funding, developing literary diversity in the UK while ensuring translators are paid properly for their work. In 2023–24, PEN Translates:

- supported 25 books from 17 publishers, 21 regions and 15 languages;
- awarded 60% of grants to women and non-binary writers and 72% of grants to women and non-binary translators;
- gave awards for the first time to titles from Rwanda, Kazakhstan, Montenegro, Switzerland, and books translated from Eastern Armenian and Kazakh;
- supported the first novel by a Comorian woman ever to be translated into English.

PEN Translates has particularly supported small publishers at the vanguard of literary translation, for whom 100% of translations costs are awardable. In 2023–24, we:

- awarded 80% of grants to small presses;
- awarded 68% of grants to publishers outside London.

PEN Translates-supported titles continue to be recognised by national and international prizes. In 2023–24, this included:

- *Boulder* by Eva Baltasar, translated from the Catalan by Julia Sanchez, being shortlisted for the 2023 International Booker Prize.
- *The Gospel According to the New World* by Maryse Condé, translated from the French by Richard Philcox, being shortlisted for the 2023 International Booker Prize.
- *A Dictator Calls* by Ismail Kadare, translated from the Albanian by John Hodgson, being longlisted for the 2024 International Booker Prize;
- *Strega* by Johanne Lykke Holm, translated from the Swedish by Saskia Vogel, winning the 2023 Bernard Shaw Prize;
- Four of the five books shortlisted for the 2024 Republic of Consciousness Prize (open to Anglophone as well as translated titles) being PEN Translates-supported books – including the winner, *Of Cattle and Men* by Ana Paula Maia, translated from the Portuguese by Zoë Perry.

In 2023–24, we developed a partnership with the South Asian Literature in Translation (SALT) project at the University of Chicago, to run grants for new South Asian translated literature over the next five years. These awards will be administered through PEN Translates and PEN Presents from 2024 onwards.

In the reporting period we also held a showcase of PEN Translates-supported titles at Cheltenham Literature Festival and commissioned an external evaluation of the programme.

Trustees' annual report

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PEN Presents

In 2023–24, we continued our new PEN Presents programme, supporting and showcasing sample translations, funding the often-unpaid work of creating samples, and helping diversify the translated literature landscape. An open round of the programme, in partnership with the University of Exeter, received 125 submissions from 51 languages, awarding grants to 16 shortlisted translators to create samples from 10 languages and 13 territories. The seven winning projects received editorial support from English PEN, were announced at International Translation Day and subsequently promoted to UK publishers. Five books have now been acquired through the programme.

In the reporting period, we also formed a partnership with the Booker Prize Foundation to run a round of PEN Presents open to translators from the Global Majority working with literature from any language and region. This project will run Autumn 2024–Spring 2025.

International Translation Day

On Friday 29 September 2023, we held a fully hybrid programme for International Translation Day 2023, online and at the British Council headquarters in Stratford, London. The programme featured “translation clinics” and workshops on negotiating contracts and translating sensitive or traumatic work; talks including an “ask me anything” with five UK publishers, a discussion on acquiring and selling rights (with translators, scouts, agents and foreign rights professionals), and a panel on reaching readers (with booksellers, programmers and critics); and a headline “state of the translation nation” roundtable with eight leading figures in the sector.

The day was attended by over 230 translators from 30 countries, and was generously supported by the British Council and ALCS.

PEN Transmissions

*PEN Transmissions* is English PEN’s online magazine for international and translated literature. In 2023–24, personal essays and interviews on *PEN Transmissions* reached 28,000 readers in 155 countries. Across the year:

- we commissioned essays and interviews by 28 writers and translators in 16 countries;
- 75% of writers commissioned identified as women or non-binary;
- 75% of commissioned voices were writers or translators of colour;
- we featured voices including Michael Rosen, Nayrouz Qarmout, Joseph Coelho, Lilith Bardakçı, Awet Fissehay, Oleksandr Mykhed, Yassmin Abdel-Magied, Ben Okri and Dina Nayeri;
- we developed a new partnership with the Norman Trust, to support the commissioning of writers aged 18–25 for *PEN Transmissions*.
- we published a series in collaboration with Counterpoints Arts, in which writers responded to the then-proposed Illegal Migration Bill.

## Trustees' annual report

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### Events

English PEN delivers an annual programme of events to showcase and celebrate writers who engage with freedom of expression issues, or whose own freedoms have been challenged. We prioritise elevating voices that are underrepresented and aim to create engaging and accessible cultural opportunities for audiences. Our events also provide spaces for open dialogue. In 2023–24 we reached a total combined audience of over 9,500 people. Our events included:

#### *London Book Fair*

The reporting period included two London Book Fairs, in April 2023 and in March 2024. The English PEN Literary Salon returned as a three-day programme at both editions of the Fair, with conversations that spanned the breadth of English PEN's work. Events included:

- Palestine, Israel and free expression
- Art After War: The Future of Ukrainian Literature
- Freedom to Publish: The risks of being SLAPPED into Silence (in partnership with IPA, PA and PEN International)
- Leone Ross and Irenosen Okojie in conversation
- In with the old: republishing forgotten voices
- Translating Violence
- The arts and the right to dissent
- Working with at-risk writers
- Publishing into the hostile environment
- Uyghur literature and cultural erasure

#### *Tetyana Teren and Victoria Amelina at the British Library*

Ahead of their panel discussion at the London Book Fair, Executive Director of PEN Ukraine, Tetyana Teren, and Ukrainian writer Victoria Amelina took part in a conversation with Claire Armitstead in the Entrance Hall of the British Library. The conversation on the role of the writer and of art during times of war was incredibly powerful, with a pre-recorded video featuring several writers on the frontline screened during the discussion.

Following the devastating news of the loss of our colleague and friend Victoria Amelina, we continued to mark her remarkable legacy with tributes across the year.

#### *H G Wells Lecture with Monica Ali*

This year's PEN HG Wells Lecture was delivered by acclaimed author Monica Ali in Newcastle's Common Room in partnership with New Writing North. Her lecture focused on the risks of Artificial Intelligence to the craft of writing and an extract was published in the *Guardian*, along with the full lecture on *PEN Transmissions*.

#### *Other events*

English PEN was a partner on many other events throughout the year, working with writers including Edmund de Waal, Sheena Patel, Derek Owusu, Juliet Jacques, Aviah Sarah Day, Dr Annabel Sowemimo, Omar Robert Hamilton, Kamila Shamsie, Olivia Laing, Hamed Sinno, Yara Rodrigues Fowler. Partners for our events programme included Bath Festival,

## Trustees' annual report

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Norfolk Schools of Sanctuary, Bradford Literature Festival, Southbank Centre, Shubbak, Burnley Words Festival, and Frontline Club, among many others.

## Prizes

Our prizes recognise and award contributions to literature and freedom of expression, and bring attention to global cases of persecution and censorship. In the reporting period, this included:

### 2023 PEN Pinter Prize – Michael Rosen

The PEN Pinter Prize, judged in 2023 by Ruth Borthwick, Raymond Antrobus and Amber Massie-Blomfield, was awarded to Michael Rosen, the author of more than 200 books for children and adults. The award was presented in the British Library's Pigott Theatre on 11 January, where the Waterstones Children's Laureate Joseph Coelho and a group of local primary school children delivered a joyous performance of a poem, written by Coelho, to celebrate Rosen's literary career. Rosen delivered a powerful and moving acceptance speech, which was later published on PEN Transmissions and became the magazine's most-read piece of 2023. Rosen announced Rahile Dawut – internationally acclaimed academic, anthropologist, and a leading expert on Uyghur folklore and cultural traditions – as the winner of the 2023 PEN Pinter Prize Writer of Courage. The award was accepted on her behalf by academic and personal friend Dr Rachel Harris.

### 2023 PEN Hessel-Tiltman Prize – Kojo Karam

Kojo Karam was announced as the winner of the 2023 PEN Hessel-Tiltman Prize for his book *Uncommon Wealth: Britain and the Aftermath of Empire*, at a ceremony held at the Bodleian Library in Oxford. The judges of the prize were Dan Hicks (chair), Sria Chatterjee and Aditi Anand.

### *PEN Heaney Prize*

In partnership with the Seamus Heaney Estate and Irish PEN/PEN na hÉireann, we developed the new PEN Heaney Prize across 2023–24, with the first year of the prize launching in 2024–25.

## **Membership**

In 2023, we conducted English PEN's first in-depth audiences research, funded by Bloomberg Philanthropies Digital Accelerator Programme, and in collaboration with external consultants, Indigo and Jane Macpherson. The objectives set for this research were to better understand our existing communities, reach new audiences, and grow and diversify our membership. This work was a crucial first step in our Digital Accelerator Programme, as it provided us with quantitative and qualitative data to help us select our new CRM and update our website to improve UI/UX and navigation. Qualitative research was carried out with 18 individuals who had volunteered to take part at the end of an audience survey. 12 of these took part in small online focus groups and six were interviewed individually. Participants were selected and grouped based on membership status, profession and a preliminary segmentation model. The findings have informed our audiences strategy.

Our current number of members is at 961 (July 2024). This year we welcomed two new Honorary Members – Mahvash Sabet and Nayrouz Qarmout.

## Communications

### Website

The findings from our audiences research has helped inform our website development, which forms part of our Bloomberg Philanthropies Digital Accelerator project. The aims of the website redevelopment are to improve user experience and integrate our new CRM (Beacon).

### Press highlights

2024–24 media coverage highlights include: the publication of Monica Ali's PEN HG Wells lecture in *The Guardian*, an interview with Director of English PEN, Daniel Gorman, in the *New Statesman*, coverage of the PEN Pinter Prize in media outlets internationally, coverage of our London Book Fair events programme in *The Guardian*, and many more.

All our translation and prize announcements, including the launch of the new PEN Presents programme, were featured in book industry publications including *The Bookseller*, *Publishing Perspectives* and *BookBrunch*.

### Social media & email marketing

Our Twitter/X following is 51,405, 6,009 on Instagram, 12,377 on Facebook and 27,151 on LinkedIn.

We have continued regular emails to our three core audiences (members, bulletin subscribers, PENWrites subscribers).

## Financial review

The net result for the year, an overall surplus of £159k comprises a surplus of £265k on unrestricted and a deficit of £106k on restricted funds. The deficit on restricted funds is due to expenditure made using restricted funds received in previous years.

Income for the year showed a decrease on the previous year, at £973k (2023: £1.48m). The difference is largely attributable to the income returning to more usual levels after a large amount of unrestricted income being raised in 2023 from the FEST auction and a one-off unrestricted grant in the 2023 accounts from the Open Society Foundation, although this was offset by funding received from the Hawthornden Foundation to fund core costs for 3 years.

Expenditure for the year was marginally lower than the previous year at £818k (2023: £842k). This was mainly due to lower expenditure on the Writers in Translation programme and also in raising funds, particularly costs associated with the FEST auction.

At 31 March 2024, unrestricted free reserves – that is, unrestricted funds excluding those represented by fixed assets and designated funds – were £712k. This is greater than the reserve policy of holding the equivalent of a minimum of six months' operating costs. Designated funds were £547k. Restricted funds of £321k, were held at the year end.

## Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity maintains and reviews a risk register, which focuses on the major strategic and operational risks the charity faces, including mitigating actions to reduce each risk to a level the trustees consider acceptable. The risk register is reviewed and maintained by the director and reviewed in detail by the trustees annually.

The major risks faced by the charity are:

- Financial sustainability
- Reputational risk
- Recruiting and retaining appropriate trustees and staff

### **Reserves policy**

The trustees have adopted a risk-based approach to determine an appropriate level of reserves and it is the charity's policy to hold unrestricted free reserves to cover operating costs for six months. At 31 March 2024, unrestricted free reserves were £712k, of which £262k is equivalent to approximately six months running costs.

### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees have given due consideration to the working capital and cash flow requirements and consider current and forecast cash resources to be sufficient to cover the working capital requirements of the charity for at least 12 months from the date of signing this report and the financial statements.

### **Statement of trustees' responsibilities**

The trustees (who are also the directors of English PEN for the purpose of company law) are responsible for preparing the Report of the Trustees 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 which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the trustees are aware:

Trustees' annual report

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- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**Statement as to disclosure of information to auditors**

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board:

*Ruth Borthwick*  
Ruth Borthwick (Nov 19, 2024 11:11 GMT)

**Ruth Borthwick, Chair**

19/11/24

## **Independent Auditor's Report to the members of English PEN**

### **Opinion**

We have audited the financial statements of English Pen (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

### **Independent Auditor's Report to the members of English PEN (continued)**

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Annual Report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## **Independent Auditor's Report to the members of English PEN (continued)**

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- The charitable company is required to comply with both company law and charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charitable company complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charitable company's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Knox Cropper LLP*  
Simon Goodridge  
Senior Statutory Auditor  
for and on behalf of Knox Cropper LLP  
Statutory Auditor  
65 Leadenhall Street  
London  
EC3A 2AD

21/11/24

# English PEN

## Report and financial statements for the year ended 31 March 2024

### Statement of financial activities for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b>Income and endowments from:</b>					
Donations and legacies	2	188,754	-	188,754	205,822
Charitable activities:					
<i>Community Engagement</i>		-	19,640	19,640	167,350
<i>Writers in Translation</i>		-	130,497	130,497	251,962
<i>Campaigns &amp; Writers at Risk</i>		-	95,767	95,767	217,873
<i>Prizes</i>		-	34,571	34,571	20,028
<i>Other charitable income</i>		416,067	-	416,067	117,264
Other trading activities	3	1,868	-	1,868	465,929
Investments	4	24,175	1,443	25,618	9,085
Other	5	60,098	-	60,098	21,787
<b>Total income</b>		<b>690,962</b>	<b>281,918</b>	<b>972,880</b>	<b>1,477,100</b>
<b>Expenditure on:</b>					
Raising funds	7	53,164	-	53,164	117,486
Charitable activities:	7,8				
<i>Community Engagement</i>		13,806	64,164	77,970	81,703
<i>Writers in Translation</i>		179,440	174,144	353,584	383,113
<i>Campaigns &amp; Writers at Risk</i>		153,263	130,326	283,589	208,510
<i>Prizes</i>		12,382	21,676	34,058	30,717
<i>Other charitable expenditure</i>		15,555	-	15,555	20,578
<b>Total expenditure</b>		<b>427,610</b>	<b>390,310</b>	<b>817,920</b>	<b>842,107</b>
<b>Net operating income/ (expenditure) before gains/ (losses) on investments</b>		<b>263,352</b>	<b>(108,392)</b>	<b>154,960</b>	<b>634,993</b>
<b>Net (losses)/ gains on investments</b>	14	1,616	2,827	4,443	(10,829)
<b>Net movement in funds</b>		<b>264,968</b>	<b>(105,565)</b>	<b>159,403</b>	<b>624,164</b>
<b>Funds brought forward</b>		<b>1,008,190</b>	<b>426,774</b>	<b>1,434,964</b>	<b>810,800</b>
<b>Funds carried forward</b>		<b>1,273,158</b>	<b>321,209</b>	<b>1,594,367</b>	<b>1,434,964</b>

All of the above results are derived from continuing activities and there are no other gains or losses than those stated above.

A comparative statement of financial activities is presented on page 35

# English PEN

## Report and financial statements for the year ended 31 March 2024

### Balance sheet as at 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	31 March 2024 £	31 March 2023 £
<b>Fixed assets</b>					
Tangible fixed assets	13	13,642	-	13,642	8,922
Investments	14	169,708	64,544	234,252	229,809
		<u>183,350</u>	<u>64,544</u>	<u>247,894</u>	<u>238,731</u>
<b>Current assets</b>					
Debtors	15	9,172	-	9,172	63,609
Cash at bank and in hand		<u>1,117,650</u>	<u>273,473</u>	<u>1,391,123</u>	<u>1,213,101</u>
		<u>1,126,822</u>	<u>273,473</u>	<u>1,400,295</u>	<u>1,276,710</u>
<b>Creditors</b>					
Amounts falling due within one year	16	<u>(37,014)</u>	<u>(16,808)</u>	<u>(53,822)</u>	<u>(80,477)</u>
<b>Net current assets</b>		<u>1,089,807</u>	<u>256,665</u>	<u>1,346,472</u>	<u>1,196,233</u>
<b>Net assets</b>		<u>1,273,158</u>	<u>321,209</u>	<u>1,594,367</u>	<u>1,434,964</u>
<b>Funds</b>	17				
Unrestricted - general		725,959	-	725,959	553,190
Unrestricted - designated		547,199	-	547,199	455,000
Restricted		<u>-</u>	<u>321,209</u>	<u>321,209</u>	<u>426,774</u>
<b>Total funds</b>		<u>1,273,158</u>	<u>321,209</u>	<u>1,594,367</u>	<u>1,434,964</u>

The financial statements were approved by the Board on 19/11/24 and signed on its behalf by:

Ruth Borthwick  
Ruth Borthwick (Nov 19, 2024 11:11 GMT)  
 Ruth Borthwick  
 Chair

Joanna Stocks  
Joanna Stocks (Nov 19, 2024 13:28 GMT)  
 Joanna Stocks  
 Treasurer

Company number: 05747142

# English PEN

## Report and financial statements for the year ended 31 March 2024

### Statement of cash flows for the year ended 31 March 2024

	Note	Total 2024 £	Total 2023 £
<b>Net cash provided by/ (used in) operating activities</b>	A	<b>160,737</b>	<b>510,588</b>
Cash flows from investing activities:			
Interest on bank deposits		17,568	2,557
Dividends on investments		8,050	6,528
<b>Net cash provided by investing activities</b>		<b>25,618</b>	<b>9,085</b>
Cash flows from financing activities:			
Purchase of fixed assets		(8,334)	-
<b>Net cash used in financing activities</b>		<b>(8,334)</b>	<b>-</b>
<b>Change in cash and cash equivalents in the year</b>		<b>178,020</b>	<b>519,671</b>
Cash and cash equivalents brought forward		1,213,101	693,430
<b>Cash and cash equivalents carried forward</b>		<b>1,391,121</b>	<b>1,213,101</b>

### Note A: Reconciliation of net expenditure to net cash flow from operating activities

<b>Net income/ (expenditure) for the year (as per the statement of financial activities)</b>	<b>159,403</b>	<b>624,164</b>
Depreciation charges	3,614	2,974
Interest on bank deposits	(17,568)	(2,557)
Dividends on investments	(8,050)	(6,528)
(Gains)/losses on revaluation of investments	(4,443)	10,829
Decrease/ (increase) in debtors	54,437	(57,655)
(Decrease)/ increase in creditors	(26,656)	(60,640)
<b>Net cash provided by/ (used in) operating activities</b>	<b>160,737</b>	<b>510,588</b>

## English PEN

### Report and financial statements for the year ended 31 March 2024

#### Accounting policies

##### a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, 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 financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) second edition', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and Companies Act 2006.

The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

##### b) Income

Income is recognised and included in the accounts when the following criteria are met: the charity is entitled to the funds; any performance criteria attached to the item(s) of income have been met; there is sufficient certainty that the receipt of the income is probable; and the amount can be measured reliably.

Income received in advance of an event or a provision of other specified service is deferred until the criteria for income recognition are met.

##### c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Wherever possible, costs are directly attributed to these headings. Where costs cannot be directly attributed to particular headings they, have been allocated to activities on a basis consistent with the use of resources.

- Support costs include all expenditure not directly related to charitable activities e.g. general office costs, administration, management and governance.

- Governance costs are those costs incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements.

- Support costs, including governance, are allocated to expenditure on raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in notes 8 and 9.

##### d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the funds raised for particular restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the charitable objectives of the charity.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund, and the basis of transfers to or from them, are set out in Note 17.

**Accounting policies**

**e) Tangible fixed assets**

Items with a value greater than £1,000 are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost of each asset over its expected useful life, as follows:

- Fixtures, fittings, computers & software - 25% per annum on a reducing balance basis.

**f) Investments**

Investments are stated at market value as at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities in the period to which they relate.

**g) Pension costs**

Pension contributions payable to employee defined contribution pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

**h) Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period. They have considered the impact of external influences such as the cost-of-living crisis on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**2 Donations and legacies**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations	53,558	-	53,558	72,553
Memberships	52,946	-	52,946	59,269
Silver PEN members	2,000	-	2,000	2,000
Silver PEN partners	70,000	-	70,000	72,000
PEN Patrons	10,250	-	10,250	
	<b>188,754</b>	<b>-</b>	<b>188,754</b>	<b>205,822</b>

**3 Other trading activities**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fundraising events	-	-	-	465,929
Other	1,868	-	1,868	-
	<b>1,868</b>	<b>-</b>	<b>1,868</b>	<b>465,929</b>

**4 Investment income**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Dividends	6,607	1,443	8,050	6,528
Bank interest	17,568	-	17,568	2,557
	<b>24,175</b>	<b>1,443</b>	<b>25,618</b>	<b>9,085</b>

**5 Other income**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Royalty income	54,467	-	54,467	21,079
Other	5,631	-	5,631	708
	<b>60,098</b>	<b>-</b>	<b>60,098</b>	<b>21,787</b>

**6 Analysis of expenditure on raising funds**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Direct costs	33,838	-	33,838	81,308
Governance costs (note 8)	648	-	648	2,061
Support costs (note 8)	18,679	-	18,679	34,117
	<b>53,165</b>	<b>-</b>	<b>53,165</b>	<b>117,486</b>

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**7 Analysis of expenditure**

	Direct staff costs 2024 (note 11) £	Direct costs (non-staff) 2024 £	Support costs 2024 (note 8) £	<b>Total 2024 £</b>	Direct staff costs 2023 (note 11) £	Direct costs (non-staff) 2023 £	Support costs 2023 (note 8) £	Total 2023 £
<i>Raising funds</i>								
Direct costs of fundraising	29,467	4,371	19,327	<b>53,164</b>	7,193	74,115	36,178	117,486
<i>Charitable activities</i>								
Community Engagement	38,058	11,567	28,345	<b>77,970</b>	30,916	25,628	25,159	81,703
Writers in Translation	72,954	152,088	128,542	<b>353,584</b>	69,555	195,585	117,973	383,113
Campaigns & Writers at Risk	87,037	93,456	103,096	<b>283,589</b>	85,534	58,769	64,207	208,510
Prizes	6,500	15,177	12,381	<b>34,058</b>	6,500	14,758	9,459	30,717
Other charitable expenditure	-	9,899	5,656	<b>15,555</b>	-	14,242	6,336	20,578
	204,549	282,187	278,020	<b>764,756</b>	172,465	300,279	198,851	724,621
<b>Total expenditure</b>	<b>234,016</b>	<b>286,558</b>	<b>297,347</b>	<b>817,821</b>	<b>179,658</b>	<b>374,394</b>	<b>235,029</b>	842,107

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**8 Allocation of support costs**

The charity allocates its support costs (including Governance costs) as follows:

	Expenditure on raising funds 2024	Expenditure on charitable activities 2024	<b>Total support costs 2024</b>	Expenditure on raising funds 2023	Expenditure on charitable activities 2023	<b>Total support costs 2023</b>
			<b>£</b>			<b>£</b>
<b>Support costs</b>						
Staff costs (note 11)	11,860	170,601	182,461	20,532	126,638	147,170
Printing, postage and stationery	321	4,624	4,945	309	1,903	2,212
Travel, accommodation & subsistence	195	2,810	3,005	442	2,723	3,165
IT & web costs	290	4,179	4,469	1,646	10,153	11,799
Insurance	213	3,059	3,272	1,225	7,556	8,781
Rent	2,645	38,047	40,692	5,476	33,776	39,252
Subscriptions	254	3,646	3,900	32	195	227
Bank charges & similar	83	1,189	1,272	278	1,713	1,991
Other costs	2,583	37,163	39,746	3,763	23,211	26,974
Depreciation	235	3,379	3,614	415	2,557	2,972
<b>Governance costs (note 9)</b>	<b>648</b>	<b>9,323</b>	<b>9,971</b>	<b>2,060</b>	<b>12,709</b>	<b>14,769</b>
	<b>19,327</b>	<b>278,020</b>	<b>297,347</b>	<b>36,178</b>	<b>223,134</b>	<b>259,312</b>

Support and Governance costs are allocated based on the direct spend on those activities.

**9 Governance costs**

Governance costs are broken down as follows:

	Expenditure on raising funds	Expenditure on charitable activities	<b>Total governance costs 2024</b>	Expenditure on raising funds 2023	Expenditure on charitable activities 2023	<b>Total governance costs 2023</b>
Legal fees	2	33	35	-	-	-
Audit fees	390	5,610	6,000	732	4,518	5,250
Board costs	70	1,005	1,075	498	3,072	3,570
Insurance	186	2,675	2,861	242	1,494	1,736
Other	-	-	-	588	3,625	4,213
	<b>648</b>	<b>9,323</b>	<b>9,971</b>	<b>2,060</b>	<b>12,709</b>	<b>14,769</b>

**10 Net income/ (expenditure) for the year**

This is stated after charging:

	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Operating leases - equipment	-	-
Depreciation	3,614	2,974
Loss on disposal of fixed assets	-	-
Auditors' remuneration	6,000	5,250
	<b>9,614</b>	<b>8,224</b>

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**11 Staff costs and trustees' remuneration and expenses**

The aggregate payroll costs were:

	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	357,354	305,660
Social security costs	31,658	27,629
Pension costs	17,119	13,497
<b>Subtotal payroll costs</b>	<b>406,130</b>	<b>346,786</b>
Temporary staff and interns	-	-
Other staff costs	4,707	13,141
<b>Total staff costs</b>	<b>410,837</b>	<b>359,927</b>

The charity considers its key management personnel comprise the trustees and the director.  
The following number of employees received employee benefits (excluding employer pension costs and employer's national insurance) during the year between:

£60,000 - £69,999

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
£60,000-£69,999	1	1

During the year, trustees received £400; £150 to one trustees, £250 to one trustee (2023: £550)

During the year, two trustees received reimbursed expenses in connection with Board meetings and Congress amounting to £542 (2023: £498 to one trustee).

The average number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	<b>Total 2024</b>	<b>Total 2023</b>
Writers in Translation	1.8	1.4
Campaigns & Writers at Risk	2.3	2.0
Public Programmes	1.0	0.9
Development	1.6	0.1
Management, administration & governance	2.7	3.2
	9.4	7.6

The average head count number of staff during the year was 10 (2023: 9)

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**12 Grants payable**

The charity made the following grants during the year:

	Grants to institutions	Grants to individuals	Total 2024	Total 2023
	£	£	£	£
Writers in Translation	78,759	6,500	85,259	109,071
Writers at Risk (relief grants)	33,279	23,190	56,469	16,500
	<u>112,038</u>	<u>29,690</u>	<u>141,728</u>	<u>125,571</u>

**12 Grants payable continued**

Recipients of institutional grants for PEN projects were as follows:

	Total 2024 £	Total 2023 £
ACA Publishing Ltd	3,079	-
And Other Stories Publishing	8,462	10,609
Arc Publications	-	652
Balestier Press	-	3,523
Bloodaxe Books	1,556	2,000
Charco Press	6,712	937
Comma Press	4,460	10,500
Dar Arab	-	2,703
DAS Editions	1,000	1,000
Daunt Books	1,000	-
Dedalus Ltd	4,040	2,000
Fitzcarraldo Editions	-	3,659
Flipped Eye Publishing	-	1,871
Heloise Press	6,691	1,527
Honford Star	1,750	-
Istros Books	2,500	6,500
Jantar Publishing	-	1,853
Little Tiger Press	1,000	-
Lolli Editions	-	1,300
Momentum Books	-	1,500
Oneworld Publications	-	1,000
Parthian	1,018	4,418
Peirene Press Ltd	1,700	1,131
A PEN Centre	23,689	-
PEN Emergency Fund	9,589	-
Penguin Random House UK	-	500
Pluto Press	3,925	19,641
Polari Press	-	2,612
Praspar Press	2,069	-
Profile Books	5,758	2,275
Prototype Publishing	3,525	1,125
Pushkin Press	1,250	1,250
Scotland Street Press	-	2,000
Scribe Publications	3,000	-
Shearsman Books	500	1,002
The Emma Press	267	267
The Indigo Press	1,772	1,583
The Poetry Translation Centre	-	2,750
Tilted Axis Press CIC	8,242	4,650
University College London	3,484	3,483
World Editions	-	1,250
	<u>112,038</u>	<u>103,071</u>

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**13 Tangible fixed assets**

	Fittings, computers & software £	<b>Total 2024</b> £	Total 2023 £
Cost			
At 1 April 2023	18,260	18,260	18,260
Additions	8,334	8,334	-
At 31 March 2024	26,594	<b>26,594</b>	18,260
Depreciation			
At 1 April 2023	9,338	9,338	6,364
Charge for the year	3,614	3,614	2,974
At 31 March 2024	12,952	<b>12,952</b>	9,338
Net Book Value			
At 31 March 2024	13,642	<b>13,642</b>	8,922

**14 Fixed asset investments**

	<b>Total 2024</b> £	Total 2023 £
Market value as at 1 April	229,809	240,638
Unrealised gains/ (losses) on investments	4,443	(10,829)
Market Value as at 31 March	234,252	229,809
Historical Cost	170,551	170,551

	<b>Market Value 2024</b> £	<b>Cost 2024</b> £	Market Value 2023 £	Cost 2023 £
City of London Investment Trust	60,264	31,397	61,603	31,397
M&G Investment (Charifund)	70,227	44,160	71,533	44,160
Halifax (Bankers Investment Trust)	17,867	9,334	16,170	9,334
Witan Investment	21,350	19,343	18,788	19,343
COIF Fixed Interest (CCLA)	64,544	66,317	61,715	66,317
	<b>234,252</b>	<b>170,551</b>	229,809	170,551

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**15 Debtors**

	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Trade debtors	455	15,000
Accrued income	-	41,900
Prepayments	8,717	6,709
	<b>9,172</b>	<b>63,609</b>

**16 Creditors: amounts falling due in less than one year**

	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Trade creditors	31,121	51,626
Social security and other taxes	148	187
Deferred income	204	10,204
Accruals and other creditors	22,409	18,459
	<b>53,882</b>	<b>80,476</b>

Deferred income relates to grant income received in advance, which is deferred to the accounting period to which it relates.

Movement in deferred income during the year was as follows:

	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Deferred income brought forward	10,204	98,561
Released in year	(244,216)	(332,573)
Deferred in year	234,216	244,216
Deferred income carried forward	204	10,204

**English PEN**  
**Report and financial statements for the year ended 31 March 2024**

**Notes to the financial statements**

**17 Movement in funds**

	At 31 March 2023 £	Income and transfers £	Expenditur e and transfers £	Gain/(loss) on investments £	At 31 March 2024 £
<b>Restricted:</b>					
<b><i>Community Engagement</i></b>					
Arts Council England	1,744	-	1,744	-	-
Bloomberg	103,020	-	58,385	-	44,635
British Council	-	19,640	3,786	-	15,854
Essex Book Festival	249	-	249	-	-
Prison Writing Competition Campaign	2,270	-	-	-	2,270
Salisbury World	1,870	-	-	-	1,870
	109,153	19,640	64,164	-	64,629
<b><i>Writers in Translation</i></b>					
ALCS	-	5,000	5,297	-	(297)
Arts Council England	126,220	116,952	120,614	-	122,558
British Council	61,855	-	28,406	-	33,449
Fondation Jan Michalski	660	500	660	-	500
Lulu Norman	-	1,000	-	-	1,000
Norman Trust	-	2,500	150	-	2,350
University of Exeter	15,545	4,545	19,017	-	1,073
	204,280	130,497	174,144	-	160,633
<b><i>Campaigns &amp; Writers at Risk</i></b>					
Anonymous donors	800	-	-	-	800
Garrick Charitable Trust	-	2,500	1,366	-	1,134
Hawthornden Foundation	-	69,918	50,537	-	19,381
Justice for Journalists	-	6,532	6,532	-	-
Open Society Foundations (OSF)	60,565	-	60,622	-	(57)
Prisoners of Conscience Appeal Fund	2,480	-	1,000	-	1,480
Open Rights Group	6,292	-	-	-	6,292
The Joseph Rowntree Charitable Trust	1,666	-	680	-	986
Valentines for Palestine	-	16,817	9,589	-	7,228
	71,803	95,767	130,326	-	37,244
<b><i>Prizes</i></b>					
Blavatnik Family Foundation	635	10,000	9,476	-	1,159
Hawthornden Foundation (Heaney Prize)	-	19,571	-	-	19,571
Hessell-Tiltman Prize fund (dividends)	(24,811)	1,443	7,200	-	(30,568)
Ruth Maxted (PEN Pinter)	-	5,000	5,000	-	-
The Estate of Seamus Heaney	4,000	-	-	-	4,000
	(20,176)	36,014	21,676	-	(5,838)
<b><i>Investments</i></b>					
Hessell-Tiltman Prize fund	61,714	-	-	2,827	64,541
<b>Subtotal restricted funds</b>	<b>426,774</b>	<b>281,918</b>	<b>390,310</b>	<b>2,827</b>	<b>321,209</b>
<b>Unrestricted:</b>					
General fund	553,190	447,159	276,006	1,616	725,959
Designated funds:					-
Fundraising	10,000	-	4,046	-	5,954
Campaigns & Writers at Risk	100,000	-	43,828	-	56,172
Extending organisational capacity	345,000	-	63,095	-	281,905
Hawthornden	-	243,803	40,635	-	203,168
<b>Subtotal unrestricted funds</b>	<b>1,008,190</b>	<b>690,962</b>	<b>427,610</b>	<b>1,616</b>	<b>1,273,158</b>
<b>Total funds</b>	<b>1,434,964</b>	<b>972,880</b>	<b>817,920</b>	<b>4,443</b>	<b>1,594,367</b>

## English PEN

### Report and financial statements for the year ended 31 March 2024

#### Notes to the financial statements

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#### 17 Purposes of restricted funds

##### **Community Engagement**

- Arts Council England supported English PEN's centenary project, Common Currency
- Bloomberg supported
- The British Council supported the PEN Literary Salon at the London Book Fair and 'Stories of Resilience'
- Essex Book Festival funded creative writing workshops and a panel event as part of the Writing on the Inside prison writing project
- Prisons Writing Competition Campaign is supported by various donations from English PEN supporters
- Salisbury World supported the 20:20 Vision workshop programme

##### **Writers in Translation**

- ALCS supported International Translation Day
- Arts Council England supported English PEN's core activities and Writers in Translation programme
- The Booker Prize Foundation supported International Translation Day
- The British Council supported projects with a focus on India and Indian language; contemporary queer writers from the Arabic world; and writers from the MENA region.
- Fondation Jan Michalski supported PEN Transmissions
- Lulu Norman and the Norman Trust supported PEN Transmissions
- University of Exeter supported PEN Presents a programme supporting and showcasing sample translations.

##### **Campaigns & Writers at Risk**

- Anonymous donors supported writers at risk
- Garrick Charitable Trust supported
- Hawthornden Foundation supported English PEN's residency programme for writers at risk
- Justice for Journalist supported work to develop a model UK anti-SLAPP.
- Open Society Foundations (OSF) supported English PEN's Writers at Risk projects, including the Writers in Residence programme
- Prisoners of Conscience Appeal Fund supported individual writers at risk internationally
- Open Rights Group, Big Brother Watch and English PEN raised funds for Privacy not Prism and for future legal
- The Joseph Rowntree Reform Trust funded English PEN's campaign for libel reform in Northern Ireland and
- Valentines for Palestine, a crowd funding campaign, supported the PEN Emergency Fund

##### **Prizes**

- The Blavatnik Family Foundation supported the PEN Pinter Prize
- Hawthornden Foundation supported the Heaney Prize
- The Hessell-Tiltman Prize Fund supported an annual literary prize awarded for a non-fiction book of specifically historical content. Marjorie Hessell-Tiltman was a member of PEN. As well as the capital sum, English PEN benefits from dividends received quarterly
- Ruth Maxted supported the PEN Pinter prize
- The Estate of Seamus Heaney supported R&D into establishing a prize in the name of Seamus Heaney

#### **Purposed of designated funds**

##### **Development**

Funds to support the post of Events and Development Manager following the conclusion of the centenary programme.

##### **Fundraising**

Funds to support ad hoc fundraising costs.

##### **Campaigns & Writers at Risk**

Funds to support the post of Campaigns and Writers at Risk Manager over a two-year period.

##### **Extending organisational capacity**

Funds to support a detailed plan to extend and strengthen organisation capacity over a 3-year period. Including new posts of Head of Development and Membership and Communications Officer, IT and office adjustments, travel and campaigns budgets.

##### **Hawthornden**

To support core operations over three years.

## English PEN

### Report and financial statements for the year ended 31 March 2024

#### Notes to the financial statements

##### 18 Analysis of net assets between funds

	Tangible fixed assets	Investments	Net current assets	Total funds 2024	Total funds 2023
	£	£	£	£	£
Restricted funds	-	64,544	256,665	321,209	426,772
Unrestricted - general	13,642	169,708	542,609	725,959	553,192
Unrestricted - designated	-	-	547,199	547,199	455,000
<b>Total funds</b>	<b>13,642</b>	<b>234,252</b>	<b>1,346,473</b>	<b>1,594,367</b>	<b>1,434,964</b>

##### 19 Operating lease commitments

At 31 March 2024 the charity had future minimum lease payments under non-cancellable operating leases, with payments falling due as follows:

	Land/buildings	
Due	2024	2023
Within one year	23,000	23,000
Between one and five years	23,000	46,000

##### 20 Related party transactions

There were no related party transactions during the year, other than those disclosed in note 11 to the financial statements.

# English PEN

## Report and financial statements for the year ended 31 March 2024

### Comparative statement of financial activities for the year ended 31 March 2023

	Unrestricted funds £	Restricted funds £	Total 2022/23 £
<b>Income and endowments from:</b>			
Donations and legacies	205,822	-	205,822
Charitable activities:			
<i>Community Engagement</i>	-	167,350	167,350
<i>Writers in Translation</i>	35,000	216,962	251,962
<i>Campaigns &amp; Writers at Risk</i>	131,975	85,898	217,873
<i>Prizes</i>	28	20,000	20,028
<i>Other charitable income</i>	117,264	-	117,264
Other trading activities	465,929	-	465,929
Investments	7,395	1,690	9,085
Other	21,787		21,787
<b>Total income</b>	<b>985,200</b>	<b>491,900</b>	<b>1,477,100</b>
<b>Expenditure on:</b>			
Raising funds	117,486	-	117,486
Charitable activities:			
<i>Community Engagement</i>	9,561	72,142	81,703
<i>Writers in Translation</i>	164,525	218,588	383,113
<i>Campaigns &amp; Writers at Risk</i>	110,728	97,782	208,510
<i>Prizes</i>	9,459	21,258	30,717
<i>Other charitable expenditure</i>	20,578	-	20,578
<b>Total expenditure</b>	<b>432,337</b>	<b>409,770</b>	<b>842,107</b>
<b>Net operating income/ (expenditure) before gains/ (losses) on investments</b>	<b>552,863</b>	<b>82,130</b>	<b>634,993</b>
<b>Net (losses)/ gains on investments</b>	<b>(6,982)</b>	<b>(3,847)</b>	<b>(10,829)</b>
<b>Net movement in funds</b>	<b>545,881</b>	<b>78,283</b>	<b>624,164</b>
<b>Funds brought forward</b>	<b>462,311</b>	<b>348,489</b>	<b>810,800</b>
<b>Funds carried forward</b>	<b>1,008,192</b>	<b>426,772</b>	<b>1,434,964</b>