



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 02	Month Jan	Year 2021		Day 01	Month Jan	Year 2022

## Section A Reference and administration details

<b>Charity name</b>	United Kingdom Punjab Heritage Association
<b>Other names charity is known by</b>	UKPHA
<b>Registered charity number (if any)</b>	1152752
<b>Charity's principal address</b>	483 Green Lanes London  Postcode N13 4BS

### 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	Amandeep Madra	Chair		
2	Hardeep Bath	Treasurer		
3	Kanwal Madra			
4	Amanroop Rahal			
5	Navinder Grover			
6				
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16				
17				
18				
19				
20				

### 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 adopted 4 <sup>th</sup> June 2013
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Elected by existing trustees at general meeting

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	<p>All trustees give their time voluntarily and receive no remuneration or benefits.</p> <p>The trustees do not consider there to be any major financial risks in the work undertaken.</p> <p>We continued to support the publishing activity of Kashi House CIC by featuring their authors and books on the UKPHA Virtual Book Club.</p>
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## Section C Objectives and activities

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

The promotion of education, specifically to increase public learning about and knowledge of Anglo-Punjabi history, arts, culture and heritage

**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)**

Working with new and existing volunteers, UKPHA offered the Sikh and Punjabi community a second round of the highly popular UKPHA Virtual Book Club. Meeting online every Monday at 5pm, we provided a virtual social and cultural space for our community to engage with authors, podcasters, academics and museum curators to learn about their cultural heritage. In total, 22 live online sessions were held.

UKPHA continued to work in partnership with Kashi House CIC to support their publication programme of books connected with Anglo-Punjabi culture.

We have continued to keep in mind the Charity Commission's guidance on public benefit and we have undertaken the above activities accordingly.

**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.

The charity continues to be supported by volunteers who believe in our work and give their time and effort willingly.

Our active pool of volunteers helps with nearly every aspect of our activities. While undertaking tasks assigned to them, we encourage volunteers to highlight any inefficiencies in our processes. This forms an ongoing discussion with each individual. All effective suggestions are embedded in future work wherever possible.

### Summary of the main achievements of the charity during the year

March to November 2021 saw UKPHA's second run of its popular weekly Virtual Book Club (VB) that was part-funded by a Heritage Lottery Fund grant. The VB began during the first pandemic restrictions in 2020, when UKPHA offered the Sikh and Punjabi community a virtual social and cultural opportunity to engage with authors, podcasters, academics and museum curators. It provided an important cultural outlet that was lacking due to social restrictions. Asians are especially affected by COVID19 both medically and as many live in extended families with older members identified as vulnerable, they chose not to leave their homes at all. At the end of the first VB, our volunteer team made the decision to repeat it in 2021, with a view to recruiting new volunteers and planning on a more ambitious scope.

VB 2021 resulted in 22 live weekly Zoom events that were recorded and uploaded to our YouTube channel ([www.youtube.com/c/UKPHA](http://www.youtube.com/c/UKPHA)) to be accessible to a global audience alongside recordings from VB 2020. Our website [www.ukpha.org](http://www.ukpha.org) contains all of the events that we ran during the period and now represents a significant resource.

In the 22 live Zoom events we engaged with 4,400 unique people a total of 13,700 times. The average watch-time for each 90-minute event was 80 minutes, giving rise to 8,300 participant hours of programming. Over 40s represented 81% of our viewers, while the under 40s were 19%. From our post-event survey, we found that the male:female ratio of audience members was 59:41. Our YouTube channel content was viewed 97,900 times, with 10,800 hours watched. The under 45s represented 89% of our viewers while the over 45s were 11% (which is broadly the reverse of the live Zoom events). The male:female ratio of viewers was 71:29.

During VB 2021 we collaborated with a number of partners including SARBAT, and the LGBTQ+ Sikh network, and the South Asian Heritage Month, which is organised by City Sikhs, a professional Sikh networking charity.

In the short term, we were able to develop new audiences by hosting a diverse range of topics and speakers attracting a wide range of people. Our audience told us that they continued to engage with topics through books, online resources and other cultural output, and that they are better educated about many aspects of their heritage as a result. Over the medium term, we will continue to leverage that interest through providing a regular stream of engaging content on our social media platforms. For example, in the months following VB 2021, we were able to direct our 40,000 social media followers to events, new book releases, book festivals and commemorations of the centenary of the conclusion of the First World War.

The impact of our strong community engagement has led to exciting conversations with mainstream heritage institutions who witnessed the value that UKPHA can bring to their collections. Most notably, the British Museum has asked us to consult with them on developing their Sikh display in the Hotung Gallery with a very specific focus on increasing community engagement.

Organisationally, we have benefited greatly from the significant growth in the skills and abilities of our volunteer team. They have developed their online presentation and interviewing skills, as well as a raft of digital skills enabling better website design, graphical design and overall use of technology. We have also developed stronger relationships with content creators and scholars.

In terms of our audiences, the most significant discovery was the realisation that long-form interviews and talks attract audiences that we sometimes find difficult to reach, namely older people. They also led to a more gender-balanced audience. As a result of our recent experiences, we are better placed in the future to continue delivering our heritage mission to a broader, more inclusive audience.

November to December 2021 saw our focus shift to the groundbreaking work we've undertaken on a unique collection of registers that provide amazing insights into the Punjab region's role in the First World War. These included a free online talk by our 'Punjab and World War One' team outlining what we're doing to make this invaluable resource available to all. The project was also featured on BBC News across South Asia, which covered the story of their discovery and how they were helping to uncover new histories that enabled families to connect to an often forgotten personal heritage.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

We aim to hold sufficient reserves to meet any unforeseen expenditures that may occur from time to time.

**Details of any funds materially in deficit**

N/A

### 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.

Funds in the year were raised primarily through donation from core supporters and members of the public.

## 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)**

*Amandeep Madra*

**Full name(s)**

AMANDEEP MADRA

**Position (eg Secretary, Chair, etc)**

CHAIR

**Date**

04/11/2022

**United Kingdom Punjab Heritage Association**

**Registered Charity No.**

**1152752**

**FINANCIAL ACCOUNTS**  
**FOR THE YEAR ENDED 01 JANUARY 2022**

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# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

United Kingdom Punjab Heritage Association

On accounts for the year  
ended

01/01/2022

Charity no  
(if any)

1152752

Set out on pages

4 - 6

*(Remember to include the page numbers at additional sheets)*

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

05/11/2022

Name:

Charles Osei, BSc (Hons), MSc, ACIE, AFA, ATA, MCIPP

Relevant professional  
qualification(s) or body  
(if any):

Association of Charity Independence Examiners

**Address:**

Practical Accounting Training Ltd

Equitable House, 2<sup>nd</sup> Floor, 10 Woolwich New Road

London SE18 6AB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

N/A

Charity Name <b>United Kingdom Punjab Heritage Association</b>	No ID (any) <b>1152752</b>
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## Receipts and payments accounts

For the period from	02/01/2021	To	01/01/2022
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## Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations	22,877	-	-	22,877	18,318
Restricted Grants	-	9,600	-	9,600	4,700
Sales	-	-	-	-	-
Statutory Maternity Pay - Recovery	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>22,877</b>	<b>9,600</b>	<b>-</b>	<b>32,477</b>	<b>23,018</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>22,877</b>	<b>9,600</b>	<b>-</b>	<b>32,477</b>	<b>23,018</b>

### A3 Payments

[illegible]

**A4 Asset and investment purchases, (see table)**

CCXX R1 accounts (\$\$)	-	4	-	-	05/11/2022	-
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<b>Total payments</b>	19,347	8,702	-	28,049	22,365
<b>Net of receipts/(payments)</b>	3,530	898	-	4,428	653
A5 Transfers between funds	898	- 898	-	-	-
A6 Cash funds last year end	1,502	-	-	1,502	849
<b>Cash funds this year end</b>	5,930	0	-	5,930	1,502

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Closing Balance - Unrestricted Funds	5,930	-	-
	Closing Balance - Restricted Funds	-	0	-
		-	-	-
	<b>Total cash funds</b>	<b>5,930</b>	<b>0</b>	<b>-</b>
(agree balances with receipts and payments account(s))				
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Loans	44,000	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Loans	42,000	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees				
Signature		Print Name	Date of approval	
Amandeep Madra		AMANDEEP MADRA	4/11/22	