

Trustees' Annual Report for the period							
		Period start date			Period end date		
From	1	July	2022	To	30	June	2023

## Section A Reference and administration details

<b>Charity name</b>	The Amarna Trust		
<b>Other names charity is known by</b>			
<b>Registered charity number (if any)</b>	1161292		
<b>Charity's principal address</b>	Newton Hall		
	Town Street		
	Newton, Cambridge		
	<b>Postcode</b>	CB22 7ZE	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Charity trustee at year-end
1	Dr Helen Fenwick	Honorary Chair		Yes
2	Dr Barry J Kemp	Honorary Secretary	Retired as trustee and secretary on 11 July 2022.	No
3	Mr Paul Docherty	Honorary Secretary	Trustee for the whole year. Appointed secretary on 11 July 2022.	Yes
4	Ms Susan Kelly	Honorary Treasurer	1 July 2022 to 28 February 2023 (trustee and treasurer).	No
5	Dr Andrew Bednarski	Honorary Junior Treasurer	Trustee for the whole year. Appointed treasurer on 1 March 2023.	Yes
6	Dr Anna Garnett			Yes
7	Dr Pamela Rose			Yes
8	Dr Margaret Serpico		Appointed trustee 1 January 2024.	No (appointed after year-end, but prior to filing this TAR)
9				
10				

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

Name	Dates acted if not for whole year

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The Trust is governed by a Constitution dated 23 February 2015.
How the charity is constituted (eg. trust, association, company)	The Trust is registered with the Charity Commission as a Charitable Incorporated Organisation, CIO, with the registered charity number 1161292.
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed in accordance with Articles 9 and 10 of the Constitution. New trustees are recommended based on the role to be filled and their expertise. They are then officially appointed by a vote of the existing trustees, at the next meeting of the charity trustees.

### Additional governance issues (Optional information)

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

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

#### Trustee induction and employees:

- All new trustees are provided with a copy of the Constitution, the most recent annual report and statement of accounts, recent trustee meeting minutes, and the Charity Commission's guidance "The Essential Trustee: What You Need to Know". Additional information is provided regarding key background topics and ongoing matters, as needed.
- The charity has no employees. The work of the Trust is carried out entirely by volunteers, to whom the trustees are truly grateful.

#### Related parties:

- Professor Barry Kemp, a former trustee, was awarded several grants from the charity in 2023, amounting to £24,555 (from restricted and unrestricted funds). These grants were for a) excavation and research at the Great Aten Temple, b) contributions toward the cost of the permanent study facility in Cairo and, c) the final tranche of funding for the construction of a new storage magazine at Amarna. In 2022, Professor Kemp received grants of £27,179.
- Ms. Vicky Kemp, a former trustee and daughter of Professor Kemp, produces the *Horizon* newsletter via her company 2g Ltd. In 2023 she was paid £298 (2022 - £2,978) for the printing and mailing costs related to this newsletter. She provides editing and type-setting services to the Trust pro bono.
- A trustee, Dr. Andrew Bednarski, was responsible for organising an online lecture and fundraising event for the Trust in July 2022. He received reimbursement of £102 (2022 - £85) for the online meeting costs related to this event.
- Several trustees (who are also archaeologists) contribute to the excavation fieldwork and research at Amarna as unpaid volunteers. They receive room and board in exchange, consistent with other volunteers.
- Several trustees make regular monthly unrestricted donations to the Trust.
- During the year, there was no remuneration or expenses paid to any trustee or related party, other than those specific items disclosed above.

#### Major risks:

- A major loss of, or damage to, data and documents. A large amount of the work generated by the charity (including excavation notes, photographs, plans, etc.) is held in an office located in Cairo, Egypt. There is an on-going process to digitise the archive for safe-keeping, with backups maintained in multiple locations. This digitisation will allow for the future development of an online archive of Amarna materials, available freely to researchers globally.
- The political risk and uncertainty related to excavation and research work currently underway in Egypt. The trustees require all grant recipients to regularly review UK and other travel advisories for the region, to actively monitor the situation in Cairo and to maintain strong relationships with colleagues and stakeholders in Egypt to mitigate against these risks.
- Work at the ancient city of Amarna depends upon annually renewed agreements with the Egyptian Ministry of Tourism and Antiquities (MoTA) and responsible security agencies. Justification for granting permits is increasingly measured in terms of the public benefit to Egypt of the work of foreign expeditions. The Trust provides resources (via grant-making) to protect the site and to improve visitor experience. In this way we work to satisfy the expectations of the host country.
- The COVID-19 pandemic no longer seems to pose significant operational or financial risks to the ongoing activities of the Trust. Over the past years, the actual COVID impact has been minimal.

## **Section C**

## **Objectives and activities**

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

The Amarna Trust exists to raise funds and provide financial support for archaeological fieldwork and research relating to the ancient site of Tell el-Amarna in middle Egypt.

The charity's objectives are: To advance public education and to promote the conservation, protection and improvement of the ancient city of Tell el-Amarna, Egypt and the surrounding area for the benefit of the public in particular, but not exclusively, by:

- i. Creating a permanent facility for study (the research base – The Amarna Centre);
- ii. Supporting field research (and publishing useful results of such research);
- iii. Promoting training in archaeological field skills;
- iv. Providing, and assisting in the provision of, lectures and publications in furtherance of the stated objects;
- v. Developing displays and exhibitions at a site museum for the benefit of the public and an educational outreach programme for the benefit of pupils at schools; and
- vi. Working in partnership with the Egyptian Ministry of Tourism and Antiquities (MoTA), to maintain the ancient city for the benefit of the public.

**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)**

During the year, the charity undertook the following activities in furtherance of its public benefit.

- The Trust's most significant contribution to public benefit is through its support (financially and otherwise) of ongoing archaeological work, reconstruction and safeguarding of the ancient city of Tell el-Amarna in Egypt. This site is of global heritage value and interest to academic researchers, foreign visitors and local communities. In the current year, the most significant grants were provided for work at the Great Aten Temple and toward the publication of results from the excavation of non-elite cemeteries;
- The Trust contributed toward the costs of the permanent study facility located in Cairo, where the research records from work at Amarna are maintained and available to scholars for study;
- The Trust raised funds to construct a new storage magazine at Amarna, which will be used to securely house materials from excavations at the ancient city;
- The Trust contributed to the publication and distribution of the annual newsletter, *Horizon*, which provides information on current research at Amarna;
- Lectures and other talks, often online and available to a global audience, were provided by trustees, former trustees or other volunteers associated with the charity, to further public understanding of ancient Egypt and the site of Amarna in particular; and
- A fundraising campaign was successfully completed to fund the publication of "*Life under the Sun*", a children's book written in English and Arabic that tells the story of life in ancient Amarna. This book is also available at the Amarna Visitors' Centre, reaching local schools, children and their families.

The trustees confirm that they have complied with their duty under the Charities Act to ensure the charity provides public benefit. They have considered the public benefit guidance published by the Charity Commission and believe that they have followed its guidance in this area.

**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.

Policy on grantmaking:

- Grant applicants are required to submit a grant application which is then reviewed at the next trustee meeting. Applicants provide information about the work to be carried out, the team involved, publication plans, health and safety risk assessments (in particular for on-site fieldwork) and a budget.
- Applications are reviewed by the trustees, with funds made available on the condition of the receipt of appropriate permits for work in Amarna (if on-site) and other conditions deemed appropriate by the trustees at time of grantmaking.
- Grant applicants are required to provide a post-fieldwork report to the trustees, accompanied by an accounting of the grant expenditure.

Contribution of volunteers:

The work of the Trust is entirely carried out by volunteers and the volunteer trustees. We are extremely grateful to everyone involved in the charity, without whom the work would quickly grind to a halt.

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

The current year was again busy and rewarding. The permits required for work at the site of Amarna were available in autumn 2022, but slightly delayed in spring 2023, limiting the work on site.

The Trust is grateful for the continued assistance and co-operation of the Egyptian Ministry of Tourism and Antiquities and the police of el-Minia province whose responsibility it is to ensure the safety and security of all foreign missions.

The overall results of the Trust were not as strong as the prior year. Total receipts were £32,766 for the year, of which 39.6% was unrestricted and 60.4% restricted (2022 - £39,663 total receipts, 61.2% unrestricted). The Trust hosted a very successful study day in 2022, which resulted in significantly higher unrestricted income compared to the current year.

Payments were slightly lower than in 2022, a result of the lower amounts raised. Total payments for 2023 were £41,788 (restricted £17,627 and unrestricted £24,161) compared to £44,301 in 2022. This resulted in net payments of £9,022 in 2023, versus net payments of £4,638 in 2022. The current year negative result is the outcome of disbursing funds raised in prior years. At 30 June 2023, the Trust had cash funds available of £40,499, of which £16,000 was unrestricted (and included the £10,000 reserve approved by the trustees).

The programme of work for the year aligned with the charity's objectives:

**Maintaining a permanent facility for study:** at the research office in Cairo, Egypt, the Trust provided financial support for office rent and other office costs. In 2023, the trust provided grants from unrestricted funds of £4,500 (2022 - £2,139).

#### **Supporting field research:**

a. The Great Aten Temple: grants of £20,692 (2022 - £17,904), including £10,650 from restricted funds, were provided to a grant applicant / related party. These funds supported two research and excavation seasons, in fall 2022 and spring 2023 (this one more limited in scope due to permit delays). Excavations were carried out in the central offering court and at the back of the temple. Researchers studied materials from prior seasons, including the stone fragments. The project to mark out the main outlines of the temple in modern stonework continued. This will help visitors to better understand the scale and layout of the temple, as well as guarding against encroachment from a modern cemetery located just to the north.

b. Non-elite cemeteries: a grant applicant was awarded funds of £13,935 (2022 - £5,427) to support ongoing research and publication work following excavations at multiple non-elite cemeteries across the ancient city. The 2023 grant included £6,114 from restricted funds.

c. During the year, visiting academics joined various excavation and research teams at Amarna to work on scholarly projects.

d. Funds were raised via an online appeal to support the expansion of the on-site magazine facilities at Amarna – 2023 - £863 (restricted) and 2022 - £9,275. These buildings provide secure storage for most of the excavated materials from over 40 years of work. Construction was completed in 2023.

**Lectures, publications and local outreach:** The Trust organised a successful online lecture event, delivered to a global audience of over 200 donors and other interested parties, in July 2022. This event raised £1,865 in unrestricted funds.

## Section D

## Achievements and performance

Professor Barry Kemp, trustee and grant recipient, and Dr Anna Stevens, grant recipient, gave many online lectures throughout the year to members of the public, as well as providing guided tours of Amarna to interested groups. Lecture fees are usually donated to the Trust. Both Dr Stevens and Professor Kemp prepared reports for the Egyptian Ministry of Tourism and Antiquities and contributed academic articles to journal publications.

Fundraising activities were organised in support of local outreach projects. The current year saw the creation of two restricted funds to support the Amarna Visitor Centre, which is used largely for local outreach, and a site management fund. In 2022, £2,075 of restricted funds was granted for the publication of a children's book in English and Arabic called "*Life under the Sun*".

The charity contributed £298 (2022 - £2,978) to the printing and publication of the *Horizon* newsletter, available online at [www.amarnaproject.com](http://www.amarnaproject.com).

The web site [www.amarnatrust.com](http://www.amarnatrust.com) was maintained and updated.

**Maintaining the ancient city:** the Trust continues to contribute to grant recipients, who oversee activity at the site of Amarna and support local antiquities inspectors. Those inspectors actively monitor areas of possible encroachment and assist in the repair and maintenance of the site for tourism purposes throughout the year.

In total, the charity provided grants of £39,990 in 2023 and £36,820 in 2022.

## Section E

## Financial review

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

The policy of the Amarna Trust is that all funds raised will be spent on the charitable objectives, with no significant reserves. Since the work of the grant applicants takes place at specific times of year, the trustees calculate levels of funding raised during the previous period and available to spend, and tailor grantmaking accordingly.

Over the years, the trustees have maintained a balance of £10,000 unrestricted funds as a reserve to cover unexpected contingencies and risks, especially as it relates to the Egyptian fieldwork of our grant recipients. The adequacy of this reserve is reconsidered on a regular basis. This amount was held in reserve throughout the current and previous financial years.

### Details of any funds materially in deficit

There were no funds materially in deficit during the year.

## Further financial review details (Optional information)

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

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

The charity's principal sources of funds in 2023 were:

- general unrestricted and restricted donations;
- restricted donations from fundraising campaigns to support a) the construction of the storage magazine at Amarna, b) the printing of the children's book "*Life under the Sun*", c) the Amarna Visitor Centre, used for local outreach and, d) overall site management of the ancient city;
- unrestricted funds (£1,865) raised following an online lecture event hosted in July 2022;
- a grant from the Amarna Research Foundation in the USA, to support the work of Professor Barry Kemp at the Great Aten Temple.

Details of the charity's grant and other expenditure, as it relates to support of key objectives, are provided in the section above "Achievements and performance".

## Section F Other optional information

The Amarna Trust does not have any other optional information to report. Please see the attached Accounts and Notes to the Accounts for the year ended 30 June 2023.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	signed: " <i>H. Fenwick</i> "	signed: " <i>S. Kelly</i> "
Full name(s)	Dr. Helen Fenwick	Susan Kelly
Position (eg Secretary, Chair, etc)	Honorary Chair	Honorary Treasurer
Date	1.March.2024	



## Receipts and payments accounts

For the period from	Period start date 01.Jul.22	To	Period end date 30.Jun.23
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### Section A: Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
	-	-	-	-	-
Donations	12'251	13'307	-	25'558	32'787
Grants	-	6'493	-	6'493	5'641
Gift Aid	715	-	-	715	1'154
Interest and miscellaneous receipts	-	-	-	-	81
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>12'966</b>	<b>19'800</b>	<b>-</b>	<b>32'766</b>	<b>39'663</b>
<b>A2 Asset and investment sales, (see table).</b>					
None	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>12'966</b>	<b>19'800</b>	<b>-</b>	<b>32'766</b>	<b>39'663</b>
<b>A3 Payments</b>					
Website	-	-	-	-	1'446
Costs of fundraising - Horizon newsletter	298	-	-	298	2'978
Costs of fundraising - Other	102	-	-	102	85
Insurance	597	-	-	597	597
Software and equipment	-	-	-	-	1'648
Bank interest and other charges	801	-	-	801	727
Grants paid - Fieldwork, research, publication and travel	17'863	17'627	-	35'490	34'681
Grants paid - Amarna Project Cairo office	4'500	-	-	4'500	2'139
	-	-	-	-	-
<b>Sub total</b>	<b>24'161</b>	<b>17'627</b>	<b>-</b>	<b>41'788</b>	<b>44'301</b>
<b>A4 Asset and investment purchases, (see table)</b>					
None	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>24'161</b>	<b>17'627</b>	<b>-</b>	<b>41'788</b>	<b>44'301</b>
<b>Net of receipts/(payments)</b>	<b>- 11'195</b>	<b>2'173</b>	<b>-</b>	<b>- 9'022</b>	<b>- 4'638</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>27'195</b>	<b>22'326</b>	<b>-</b>	<b>49'521</b>	<b>54'159</b>
<b>Cash funds this year end</b>	<b>16'000</b>	<b>24'499</b>	<b>-</b>	<b>40'499</b>	<b>49'521</b>



## 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>	Bank balance - NatWest Bank	16'000	24'499	-
		-	-	-
	<b>Total cash funds</b>	16'000	24'499	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
	None	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Website hosting invoices received after year-end	Unrestricted	840	25 August 2023
	No other invoices paid in FY2024 relating to FY2023		-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>signed: "S. Kelly"</i>	Susan Kelly, Honorary Treasurer	01.Mar.24	
	<i>signed: "H. Fenwick"</i>	Dr. Helen Fenwick, Honorary Chair	01.Mar.24	

## Section C: Notes to the Accounts

### 1. Required disclosure for Charitable Incorporated Organisations:

Particulars of any guarantee given by the CIO:

The Amama Trust has not provided any guarantees in 2023 and there are no potential guarantee liabilities at 30 June 2023.

Particulars of any debt outstanding at the date of the statement of assets and liabilities:

The Amama Trust did not have any debt outstanding at 30 June 2023. It did have one outstanding invoice, as disclosed in Section B5 Liabilities.

### 2. Basis of Preparation of Accounts

The trustees of the Amama Trust elected to prepare receipts and payments accounts under section 133 of the Charities Act 2022 for the year ended 30 June 2023, consistent with the year ended 30 June 2022. The trustees have prepared the receipts and payments accounts following relevant legislation and guidance, including Charity Commission guidance CC15d Charity accounting and reporting – the essentials – November 2016 and CC16 Receipts and payments accounts.

### 3. Restricted funds details:

The detailed restricted fund receipts and payments and statement of assets and liabilities are presented on the following page.



Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01-Jul-22		30-Jun-23

Section A Receipts and payments - Restricted fund details

	Restricted - Cemeteries Publication Fund to the nearest £ to the nearest £	£	Restricted - Statuary Publication Fund to the nearest £ to the nearest £	Restricted - Great Aten Temple Fund to the nearest £ to the nearest £	Restricted - Magazine Extension Fund to the nearest £ to the nearest £	Restricted - Children's Book Publication Fund to the nearest £ to the nearest £	Restricted - Outreach Fund, Amarna Visitor Centre to the nearest £ to the nearest £	Restricted - Outreach Fund, Site Management to the nearest £ to the nearest £	Total Restricted funds to the nearest £ to the nearest £	Last year to the nearest £ to the nearest £
<b>A1 Receipts</b>										
Donations										
		4'050							13'307	9'751
Grants									6'493	5'641
<b>Sub total (Gross income for AP)</b>		4'050			517		1'538	5'000	19'800	15'392
<b>A2 Asset and investment sales, (see table).</b>										
<b>Sub total</b>										
<b>Total receipts</b>		4'050			517		1'538	5'000	19'800	15'392
<b>A3 Payments</b>										
Grants paid - Fieldwork, research, publication and travel										
		6'114			863				17'627	19'395
<b>Sub total</b>		6'114			863				17'627	19'395
<b>A4 Asset and investment purchases, (see table)</b>										
None										
<b>Sub total</b>										
<b>Total payments</b>		6'114			863				17'627	19'395
<b>Net of receipts/(payments)</b>										
		2'064			346		1'538	5'000	2'173	4'003
<b>A5 Transfers between funds</b>										
					9		440			
<b>A6 Cash funds last year end</b>		9'042		8'637	337				22'326	26'329
<b>Cash funds this year end</b>		6'978		8'637			1'978	5'000	24'499	22'326

Section B Statement of assets and liabilities at the end of the period - Restricted fund details

	Restricted - Cemeteries Publication Fund to the nearest £ to the nearest £	Restricted - Statuary Publication Fund to the nearest £ to the nearest £	Restricted - Great Aten Temple Fund to the nearest £ to the nearest £	Restricted - Magazine Extension Fund to the nearest £ to the nearest £	Restricted - Children's Book Publication Fund to the nearest £ to the nearest £	Restricted - Outreach Fund, Amarna Visitor Centre to the nearest £ to the nearest £	Restricted - Outreach Fund, Site Management to the nearest £ to the nearest £	Total Restricted Funds to the nearest £ to the nearest £
<b>B1 Cash funds</b>								
Details								
Bank balance - NatWest Bank		6'978		1'906		1'978	5'000	24'499
<b>Total cash funds</b>		6'978		1'906		1'978	5'000	24'499
Categories								
Bank balance - NatWest Bank		6'978		1'906		1'978	5'000	24'499
<b>Total cash funds</b>		6'978		1'906		1'978	5'000	24'499
Details								
Bank balance - NatWest Bank		6'978		1'906		1'978	5'000	24'499
<b>Total cash funds</b>		6'978		1'906		1'978	5'000	24'499



Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Amarna Trust

On accounts for the year  
ended

30 June 2023

Charity no  
(if any)

1161292

Set out on pages

1 - 11

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2023.

Responsibilities and  
basis of report

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

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

Independent  
examiner's statement

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

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

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

Signed:

Date:

Name:

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

1. Member - Association of Charity Independent Examiners (MCIE)
2. Fellow - Association of Certified Public Accountants (FCPA)

Address:

16 Butlers Grove

Great Linford

Milton Keynes, MK14 5DT

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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