



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 6<sup>th</sup> April 2021 to 5<sup>th</sup> April 2022

Charity name: Bristol Palestine Film Festival

Charity registration number: 1178457

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the arts and culture for the benefit of the general public by promoting film and other art forms, with particular, but not exclusive, reference to films originating from or about Palestine.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To programme, plan and deliver an annual festival of cinematic films, related to Palestine or made by Palestinian filmmakers. The festival to take place in Bristol and the surrounding area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have created this report having informed themselves of the Charitable Commission's guidance and the Statement of Recommended Practice.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Bristol PFF does not make grants.
Policy on social investment including program related investment	Para 1.38	BristolPFF does not involve itself in social investment.
Contribution made by volunteers	Para 1.38	BristolPFF welcomes and values the contribution made by volunteers. Volunteers help to staff screenings and events, helping to distribute and collect evaluation forms and to take payment for event tickets. Volunteers are

		managed by the BPFF co-ordinator, and are offered free tickets to events as a gesture of thanks.
--	--	--

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Bristol Palestine Film Festival mounted an in-person festival in December 2021, after the hiatus year due to Covid. Due to uncertainty about whether audiences would be willing to come back to cinemas and theatres after the pandemic, we reduced the scale of the festival (fewer venues, fewer screenings). In the event, audiences were surprisingly buoyant and box office exceeded our expectations and we were pleased to return a small surplus which has been assigned to support the next festival in 2022.</p> <p>Evaluation forms completed by members of the audience show a high degree of satisfaction with both the content (films, theatre as well as Q&amp;As following events) as well as the venues.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our expectations were not high due to the resurgence of omicron Covid, but we were pleased with the audience numbers, which were higher than we had estimated.
Performance of fundraising activities against objectives set	Para 1.41	We do very little active fundraising from the public (mostly relying on just a Donate button on the website) but were pleased to receive approx. £300 in donations.
Investment performance against objectives	Para 1.41	BristolPFF has no investments.

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The 2021 festival was delivered with a budget surplus, mostly due to the fact that Trustees fulfilled all the roles that we would normally pay a freelance staff member to do. As a result we showed £3464 surplus held towards the 2022 festival.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees held £7791 in reserves at the end of the 2021-22 financial year in order to provide necessary funding for the 2022 festival.
Amount of reserves held	Para 1.22	£7791
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Box Office/earned income = 39% Donations = 3% Grant funding from trusts = 41% Grant funding from British Film Institute = 17%
Investment policy and objectives including any social investment policy adopted	Para 1.46	Bristol Palestine Film Festival does not make investments.
A description of the principal risks facing the charity	Para 1.46	There are no significant risks facing the charity as it operates on a cash basis and only delivers a festival within the limits of the cash it has available.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Bristol Palestine Film Festival is governed by a Constitution.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Bristol Palestine Film Festival is a Charitable Incorporated Organisation (CIO)</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>A trustee may be appointed by the decision of the Trustees.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>n/a</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>n/a</b>
Relationship with any related parties	Para 1.51	<b>n/a</b>

## Reference and Administrative details

Charity name	Bristol Palestine Film Festival
Other name the charity uses	BristolPFF
Registered charity number	1178457
Charity's principal address	c/o Bristol Festivals The Station, Silver Street, Bristol BS1 2AG

### 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	Alison Sterling	Chair		
2	Luke Sapsed			
3	Karena Batstone			
4	Alix Hughes			
5	Steph Read			
6	Cielle Bragg			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

## Additional information (optional)

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

## Exemptions from disclosure

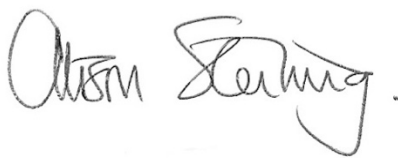
Reason for non-disclosure of key personnel details

--

## Declarations

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

### Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Alison Sterling	
Position (eg Secretary, Chair, etc)	Chair	
Date	27 January 2023	

**Bristol PFF**

2021-22

**EXPENDITURE****Screening fees (incl digital downloads)**

	NET	VAT	TOTAL
Costa Brava Lenanon	473.31	0.00	473.31
The Stranger	352.88	0.00	352.88
Trumpets in the Sky	70.00	0.00	70.00
Blacklisted	79.73	0.00	79.73
Little Palestine	200.00	0.00	200.00
Three Logical Exits	35.00	0.00	35.00
Maradona's Legs	42.76	0.00	42.76
200 Meters	255.58	0.00	255.58
Between Heavcen and Earth	440.50	0.00	440.50
Gaza Mon Amour	547.72	0.00	547.72
Mayor	157.58	31.52	189.10
Fedayin	126.54	0.00	126.54
Advocate	0.00	0.00	0.00
Liwan	100.00		100.00
			2913.12

**Guest expenses**

Ambassdor tea	55.31
---------------	-------

**Theatre - The Shroudmaker**

BGS rent 1	384.00	
BGS rent 2	384.00	
Actor/Writer/SM/travel	669.50	Includes £56 book sales
Hotels and hospitality	609.10	
		2046.60

**Mural**

PRSC (incl paint and site)	500.00
BWMC	200.00
Malak Mattar	254.27
Food	32.65
	986.92

**Marketing**

Trailer	150.00	0.00	150.00
Design	300.00	0.00	300.00
Printing and distrib leaflets & posters	563.00	112.60	675.60
Printing The Shroudmaker	52.00	10.40	62.40
Website maintenance	200.00	0.00	200.00
Website - theme	0.00	0.00	0.00
24/7 ads	500.00	0.00	500.00
24/7 extra ad	0.00	0.00	0.00
Face book ads	14.99	0.00	14.99
Banners and Pop-ups	5.00		5.00
Flags	79.55		79.55
			1987.54

**Staff**

Co-ordination 1	0.00	0.00	0.00
Co-ordination 2	0.00	0.00	0.00
Marketing	0.00	0.00	0.00

**Admin and year round costs**

Bristol Festivals Membership	25.00	0.00	25.00
Insurance			119.60
Bank charges			15.00
Square card reader	16.00	3.20	19.20
			178.80

<b>TOTAL EXPENDITURE</b>	<b>8168.29</b>
--------------------------	----------------

**INCOME****Grants - general**

Pitchpot 1	1600.00	
Pitchpot 2	400.00	
Lipman Milliband	2000.00	
CUBE/ACE	490.65	
Unite	500.00	
		4990.65

**Grants - theatre**

Gibbs Foundation	1000.00	
CAF	800.00	
		1800.00

**Grants - mural**

UWE Mural funding 1	424.00	
UWE Mural funding 2	424.00	
		848.00

**Event income**

Watershed	680.67	
The Cube	462.22	
Palestine Museum	355.42	
St Georges	252.81	
		1751.12
Theatre Income	1215.00	
		1215.00

**Merchandise**

Square - Sale of prints and bags	1194.20	
Cost of merchandise (Karena	-537.90	
BALANCE		656.30
Square - Sale of Ahmed's Books		56.00

**Donations**

Paypal	266.12 (after fees)	
Cash	50.00	
		316.12

<b>TOTAL INCOME</b>	<b>11633.19</b>
---------------------	-----------------

<b>SURPLUS 2021 FESTIVAL</b>	<b>3464.90</b>
------------------------------	----------------

Cash brought forward from 2020	3711.19	
Paypal	614.93	
<b>BALANCE BROUGHT FORWARD</b>		<b>4326.12</b>

**CARRIED FORWARD TO 2022**

Bank	6649.97	
Paypal	681.05	
		7791.02