



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.01.22 (Period start date) To 31.12.22 (Period end date)

Charity name: Palestine Museum and Cultural Centre

Charity registration number: 1190148

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To establish and maintain a museum to increase knowledge of the history, heritage, culture and daily life of Palestine and its people.
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	We run a museum which is open to the public every Saturday and Sunday from 11am to 6pm. We open for group visits at other times by arrangement and run events such as film nights, poetry and musical evening and talks. We sell a small variety of Palestinian products.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Our trustees have all read and understood the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Volunteers are essential to the work of the Palestine Museum and Cultural Centre, we employ no paid staff, so all our activities are carried out by volunteers.
Other		N/A

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>The PMCC Trustees and Committee were active between 1st January 2022 to 31st December 2022. We are happy to report no closures were necessary due to Covid. We continuously revised our risk assessment and monitored reports on Covid levels. We welcomed over 3,823 visitors in 2022, an increase of 1,329 visitors on the 2021 total.</p> <p>We ran events throughout the year and welcomed small groups of visitors on request. We hosted 12 events in total: 2 group visits, 3 stalls and 7 evening events – including the Breakfast Rotary Club of Bristol, a Women's fellowship group and two films in collaboration with the Bristol Palestine Film Festival. We continued to actively recruit volunteers online.</p> <p>We increased the range, both type and price, of Palestinian products for sale.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our opening balance in 1 st January 2022 was £10,359.22. Our closing balance in 31 st Dec 2022 was £ 10,361.03. Our total income was £ 16,340.20 and our total expenditure was £ 16,358.54 for 2022.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We currently do not have a policy on reserves, yet we maintain a sufficient funds in our account to cover a minimum of 3 months running costs.
Amount of reserves held	Para 1.22	At least £ 1,033 (3 months running costs)
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	None

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	Individual donations, both regular and ad hoc. A small mark-up is made on products sold within the Museum.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable. We do not have sufficient funds to make investments.
A description of the principal risks facing the charity	Para 1.46	Sale of the building in which the charity resides. Changes to road access and major building works in Broad Street limiting to some extent our footfall in the Museum. Managing the number of volunteers to complete all the tasks required to open and maintain the Museum. Need to raise substantial funds for Museum improvements.
Other		

Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	We are a Charitable Incorporated Organisation or CIO.
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	From our constitution point 9.1 <i>'Any person who is willing to act as a Trustee, and who would not be disqualified from acting under the provisions of clause 11, may be appointed to be a Trustee by a decision of the Trustees'</i>

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	We have a Handbook for Volunteers on how the organisation operates, and is reviewed as periodically. We have developed a series of Organisational Policies in line with charity commission requirements.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have, in addition to our Trustees, a co-ordinating group and smaller working groups responsible for different aspects of running the Museum, such as, a Display and Library group, Evaluation and Monitoring, Finance and Fundraising.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Palestine Museum and Cultural Centre
Other name the charity uses	N/A
Registered charity number	1190148
Charity's principal address	27, Broad Street, Bristol, BS1 2HG

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	Peace Handovsky	Chair		
2	Helen Watts	Treasurer		
3	Safia Malik	Trustee		
4	Angus MacPherson	Trustee		
5				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

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
Business	Nev Ingram	108, Charlton Road, Bentry, Bristol, BS10 6NL
Solicitor	Bates Wells	10 Queens Street Place, London, EC4R 1BE

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Peace Handovsky</i>	<i>Angus MacPherson</i>
Full name(s)	Peace Handovsky	Angus MacPherson
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	26.10.23	

	PMCC Summary 2022			
	Opening Balance (01.01.22)		10359.22	
	Closing Balance (31.12.22)		10361.03	
	Income	2021	2022.00	Notes
1	Red Boxes (Museum)	1213.86	1683.16	
2	Red Boxes (Resbite)	0.00	0.00	Resbite closed down in March 2020
3	Red Boxes (Outside)	158.12	12.65	
4	Individual Donations (Direct Debits)	469.00	384.00	
5	Other miscellaneous donations	7777.67	2807.48	
6	Events (tickets/ donations)	0	425.42	
7	Zaytoun++ Sales (PMCC) Cash	9089.70	7485.71	
8	Zaytoun++Sales (Bank)	0	3541.78	
9	Resbite Payments on utilities	0.00	0.00	
10	Paypal transfers (mostly Pal prods)	648.13	0.00	
	Total	19356.5	16340.20	
	Expenditure			
1	Use of Facilities	4013.00	2524.03	
2	Utilities (Ecotricity)	721.37	1563.55	
3	Utilities (Water)	148.65	157.97	
4	Insurance	1007.65	1028.72	
5	Website	292.48	353.72	
6	Communications (Wifi, BT, Marketin	1659.50	852.64	
7	Zaytoun	3250.62	2607.00	
8	Other Pal products	3243.71	5910.93	Embroidery, kuffiyas, bags, ceramics, jewellery etc...
9	Events / Publicity	327.1	0.00	
10	Events / Speakers	0.00	0.00	
11	Events / Stall Fees	0.00	0.00	
12	Events / Materials	130.61	0.00	
13	Events / Hospitality	0.00	8.33	
14	Volunteers / Hospitality	233.47	160.76	
15	Volunteers / Other expenses	94.00	27.95	
16	Volunteers / Travel	85.40	0.00	
17	Miscellaneous expenses	572.28	220.00	
18	IT and display equipment	240.79	35.99	
19	Building maintenance	285.56	886.80	Electrical inspection
20	Petty Cash	93.71	20.15	
	Total	15587.1	16358.54	
	Surplus/deficit	1183.6	-18.34	