

REGISTERED CHARITY NUMBER: 1068084

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31
DECEMBER 2022
FOR
ALLIANCE FRANCAISE DE MANCHESTER

ALLIANCE FRANCAISE DE MANCHESTER

CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2022

| | Page |
|------------------------------------|-------|
| Report of the trustees | 1 - 4 |
| Report of the Independent Examiner | 5 |
| Statement of financial activities | 6 |
| Balance sheet | 7 |
| Notes to the Financial Statements | 8-11 |

ALLIANCE FRANÇAISE DE MANCHESTER

REPORT OF THE TRUSTEES **for the Year Ended 31 December 2022**

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

The Charity conversion to a Charitable Incorporated Organisation has been fully operational in 2022. The focus on advancing the education of the public generally but particularly within the Greater Manchester region concerning French language, literature, culture and associated modes of thought and to promote cultural harmony and linguistic diversity by encouraging linguistic and cultural exchanges has been successfully implemented (new location for film extra screenings).

A full-time managing director, whose salary is paid by the French Foreign Office, is in charge of the day-to-day administration of the Charity. He is assisted by the following members of staff: a course administrator (full-time), a course director, an administration manager and an assistant course administrator (part-time). In addition, other part-time staff act as administrators/receptionists in evening hours during term time and over the summer period. The remaining staff employed as teachers assist with other events as appropriate. In 2022, the Alliance had the benefit of two French volunteers gaining work experience in the UK.

BUSINESS REVIEW

2022 is the first full year of return to normal business since the changes of end 2021 regarding the new course calendar (shorter sessions and possibility to enrol online) were implemented. The results are more stable and positive than in the previous couple of years. Throughout 2022, the demand for in-class courses has increased, even if some sessions have continued to run online. All in all, these changes appear to have had positive effects.

The number of enrolments has increased, and the cultural events on-site attract large numbers of participants. The number of enrolments for exams has fallen (it was expected as the numbers were unusually high in 2021 to allow for postponed sessions after 2020).

Some substantial work has taken place in the Médiathèque (library) including a revamping of the documentary fund, the digitalisation of the database and new purchases to update educational resources.

The position regarding the rented accommodation remains unresolved. As part of the arrangement, the Alliance had agreed to give up the occupancy of the first floor of its offices if and when the landlord found a new tenant. During the course of year, there were a few visits by potential new tenants which did not materialise. At present, The Alliance occupies the ground floor of 125 Portland Street on a lease lasting until November 2026 and continues to use the first floor at that address on a temporary basis, but with the obligation to move out of all or part of that floor at short notice.

The introduction of post-Brexit rules has made it more difficult to recruit teachers or volunteers from France. And the Alliance is limited to sponsoring no more than one teacher and two interns per year.

Throughout the year, the Alliance has retained a strong cultural programme. The Book Club and the Film Club have had full programmes and were well supported. In addition, a number of talks have been given on a variety of topics.

PLANS FOR THE FUTURE

The Alliance is still operating with caution despite some signs of recovery of the language classes demand. The Board has continued to consider ways of making savings by reorganising some of the staffing roles and delivery modes. The uncertainty regarding the premises is still a source of short-term concerns.

The directors meet regularly to consider the various changes and developments affecting the life of the Alliance and to consider how best to respond to these. The managing director provides regular financial up-dates along with projections of likely future developments and these are discussed at the regular meetings of the Board.

ALLIANCE FRANÇAISE DE MANCHESTER

REPORT OF THE TRUSTEES **for the Year Ended 31 December 2022**

FINANCIAL POSITION & RESERVES POLICY

The financial situation of the Alliance would be more problematic if it did not benefit from the grant made by the French Government. The directors are grateful for this support but, having been aware for a number of years, that this support had been declining and that running costs (renting property in Central Manchester and salaries) could increase, they have sought to build up reserves and looked locally for cheaper teaching accommodation in south Manchester (Altrincham library). In 2022 the Alliance has managed thanks to a cautious spending policy to make a small surplus. Reserves remain sufficient to enable the Charity to continue its activities.

In order to consolidate its activities, the Alliance will continue to work actively with local partners and seek to increase the number of students; it will continue to promote a range of cultural activities both on its own and in collaboration with others. The success of the partnership with Manchester Film Weekender to introduce and screen French films regularly in Altrincham (free for Alliance members) is encouraging. The programme will continue in 2023.

INVESTMENT POWERS AND POLICY

Under its governing document, the Alliance has powers to invest in any way the directors choose. For many years, interest rates have been exceptionally low but this situation appears to be changing: there were some modest rises in rates in 2022 and more are expected. The directors continue to monitor relevant rates and remain ready to move funds in order to increase the interest earned.

DIRECTORS

Derek Hall and Richard Harrington left in June 2022 after many years of service. Rachel Hayward, Joseph McGonagle, Guy Robson, Rodolphe Soulard and Isabelle Vanderschelden all served throughout the year.

Rodolphe Soulard acts as honorary French consul in Manchester and the Alliance provides him with office space for two periods of two hours per week, for which he pays a rent of £50 per month.

The managing director is paid by the French foreign office. All other members of the Board serve in an honorary capacity and none received any remuneration in the year under review.

RISK MANAGEMENT

As outlined above, the directors keep under review the risks that the Charity faces; they continue to monitor the financial systems of the Alliance and also seek, as far as they are able, to keep under consideration other operational and business risks faced by the Charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Alliance Française de Manchester) 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).

REPORT OF THE TRUSTEES
for the Year Ended 31 December 2022

The law governing charities 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 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:

there is no relevant audit information of which the charitable company's independent examiners are unaware.

Approved by order of the board of trustees on  and signed on its behalf by:

DocuSigned by:
CC548DBF174A443...

Isabelle Vanderschelden
Trustee/Secretary

21/9/2023 | 5:09 PM BST

ALLIANCE FRANCAISE DE MANCHESTER

REPORT OF THE TRUSTEES

for the Year Ended 31 December 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

G R J Robson
Dr J McGonagle
Rodolphe Soulard
Rachel Hayward
Isabelle Vanderschelden

Independent Examining Accountant

CHW Accounting Limited
60 Bedford House
Chorley New Road
Bolton
BL1 4DA

Bankers

Drummond House (DO) Branch
Customer Service Centre,
Drummond House,
1 Redheughs Avenue
Edinburgh,
EH12 9JN

Solicitors

Davis Blank Furniss
90 Deasgate
Manchester
M3 2QJ

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
ALLIANCE FRANCAISE DE MANCHESTER**

I report on the company for the year ended 31 December 2022, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

- Examine the charities accounts carried out under section 145 of the 2011 Act
- Follow all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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:

- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Nicola Roby FCA FCCA
for and on behalf of CHW Accounting Limited
60 Bedford House
Chorley New Road
Bolton
BL1 4DA

DocuSigned by:
Nicola Roby
2F7C1C18956E485...

Date:24/10/2023 | 7:23 AM BST

ALLIANCE FRANCAISE DE MANCHESTER**STATEMENT OF FINANCIAL ACTIVITIES**
for the Year Ended 31 December 2022

| | Notes | 31.12.22 Unrestricted Funds £ | 31.12.21 Unrestricted Funds £ |
|---|-------|--|--|
| INCOMING RESOURCES | | | |
| Incoming from activities in furtherance of the charity's objectives | | 297,378 | 298,417 |
| Bank interest received | | 386 | 86 |
| Grants received French government & other grants | 1 | <u>31,760</u> | <u>36,239</u> |
| Total Income | | <u>329,524</u> | <u>334,742</u> |
| RESOURCES EXPENDED | | | |
| Cost of activities in furtherance of the Charity's Objects | 2 | (279,932) | (316,782) |
| <u>Other expenditures:</u> | | | |
| Marketing and publicity | | (7,143) | (10,393) |
| Management and administration of the charity | | <u>(28,239)</u> | <u>(31,268)</u> |
| Total resources expended | | (315,314) | (358,443) |
| NET MOVEMENT IN FUNDS | | <u>14,210</u> | <u>(23,701)</u> |
| Total funds brought forward at 1 January 2022 | | 130,737 | 154,438 |
| TOTAL FUNDS CARRIED FORWARD | | <u>144,947</u> | <u>130,737</u> |

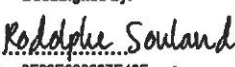
CONTINUING OPERATIONS


All incoming resources and resources expended arise from charitable activities during the period.

ALLIANCE FRANCAISE DE MANCHESTER**BALANCE SHEET**
At 31 December 2022

| | Notes | 31.12.22 £ | 31.12.21 £ |
|--|-------|-----------------|-----------------|
| FIXED ASSETS | | | |
| Tangible assets | 3 | - | 2,729 |
| CURRENT ASSETS | | | |
| Stock | 6 | - | - |
| Debtors | 4 | 16,851 | 15,826 |
| Cash at bank and in hand | | <u>151,788</u> | <u>134,331</u> |
| | | 168,639 | 150,157 |
| CREDITORS | | | |
| Amounts falling due within one year | 5 | <u>(23,692)</u> | <u>(22,149)</u> |
| NET CURRENT ASSETS | | <u>144,947</u> | <u>128,008</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>144,947</u> | <u>130,737</u> |
| FUNDS | 7 | | |
| Unrestricted funds | | <u>144,947</u> | <u>130,737</u> |

The financial statements were approved by the Board of Trustees on 21/9/2023 | 5:09 PM BST and were signed on its behalf by:

DocuSigned by:

 Rodolphe Souland

DocuSigned by:

 Isabelle Vanderschelden.

ALLIANCE FRANCAISE DE MANCHESTER

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)',

Assessment of going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income

Income represents enrolment and tuition fees receivable by the company for services provided unless they relate to a future period in which case they are deferred.

Grant receivable

Grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specific future period in which case they are deferred.

Expenditure

Expenditure which is charged on an accruals basis is allocated between:

- Expenditure incurred directly to the fulfilment of the charity's objectives
- Expenditure incurred directly in the effort to market the charity
- Expenditure incurred in the management and administration of the charity

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation which is provided in annual instalments over the estimated useful lives of the assets.

Small items of equipment and furniture are not capitalised but are written off on acquisition through the income and expenditure accounts.

Depreciation is provided at the following annual rates:

| | |
|------------------------|-----|
| Leasehold improvements | 10% |
| Fixture and fittings | 25% |
| Office equipment | 25% |
| Computer equipment | 33% |

Stock

Stocks are stated at the lower of cost or net realisable value.

ALLIANCE FRANCAISE DE MANCHESTER**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**
for the Year Ended 31 December 2022**1. GRANTS RECEIVED**

| | 31.12.22 | 31.12.21 |
|------------------------------------|-------------------|-------------------|
| | £ | £ |
| French government and other grants | 31,760 | 36,239 |
| | <u> </u> | <u> </u> |

2. ANALYSIS OF TOTAL RESOURCES EXPENDED

| | Staff cost £ | Other £ | Depreciation £ | Total £ |
|---|--------------------|----------------|-------------------|----------------|
| <u>Direct charitable</u> | | | | |
| Teaching | 188,873 | 87,965 | 2,729 | 279,567 |
| Cultural | | 365 | | 365 |
| <u>Other expenditure</u> | | | | |
| Marketing | | 7,143 | | 7,143 |
| Management & administration of charity | | 28,239 | | 28,239 |
| | <u>188,873</u> | <u>123,712</u> | <u>2,729</u> | <u>315,314</u> |

3. TANGIBLE FIXED ASSETS

| | Leasehold improvements £ | Fixture & Fittings £ | Computer equipment £ | Totals £ |
|-----------------------|--------------------------------|----------------------------|----------------------------|----------------|
| COST | | | | |
| At 1 January 2022 | 116,946 | 40,297 | 27,774 | 185,017 |
| Additions | | | - | - |
| At 31 December 2022 | <u>116,946</u> | <u>40,297</u> | <u>27,774</u> | <u>185,017</u> |
| DEPRECIATION | | | | |
| At 1 January 2022 | 116,946 | 40,297 | 27,693 | 182,288 |
| Charge for year | <u>-</u> | <u>-</u> | <u>81</u> | <u>2,729</u> |
| At 31 December 2022 | <u>116,946</u> | <u>40,297</u> | <u>27,693</u> | <u>185,017</u> |
| NET BOOK VALUE | | | | |
| At 31 December 2022 | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| At 31 December 2021 | <u>2,648</u> | <u>-</u> | <u>81</u> | <u>2,729</u> |

ALLIANCE FRANCAISE DE MANCHESTER**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**
for the Year Ended 31 December 2022**4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

| | 31.12.22 £ | 31.12.21 £ |
|--------------------------------|---------------|---------------|
| Prepayments and accrued income | 15,596 | 15,518 |
| Other debtors | <u>1,255</u> | <u>308</u> |
| | <u>16,851</u> | <u>15,826</u> |

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.12.22 £ | 31.12.21 £ |
|------------------------------|---------------|---------------|
| Trade creditors | 6,560 | 543 |
| Delegation Generale | 603 | 603 |
| Accruals and deferred income | 4,121 | 2,900 |
| Other creditors | <u>12,408</u> | <u>18,103</u> |
| | <u>23,692</u> | <u>22,149</u> |

6. STOCK

| | 31.12.22 £ | 31.12.21 £ |
|------------------------------|---------------|---------------|
| Stock of education materials | = | = |

7. UNRESTRICTED FUND

| | 31.12.22 £ | 31.12.21 £ |
|-------------------------------|----------------|-----------------|
| At 1 January 2022 | 130,737 | 154,438 |
| Profit/(Deficit) for the year | <u>14,210</u> | <u>(23,701)</u> |
| At 31 December 2022 | <u>144,947</u> | <u>130,737</u> |

8. RELATED PARTY DISCLOSURES

The French government which sponsors this company has made grants totalling £31,760 (2021 : £31,979) towards operational costs.

ALLIANCE FRANCAISE DE MANCHESTER**INCOME & EXPENDITURE ACCOUNT**
for the Year Ended 31 December 2022

| | 31.12.22 £ | 31.12.21 £ |
|--|----------------|-----------------|
| Income | | |
| Fees receivable | 297,378 | 298,417 |
| Grant receivable | 31,760 | 36,239 |
| Bank interest received | 386 | 86 |
| | <u>329,524</u> | <u>334,742</u> |
| Cost of sales | | |
| Opening stock | - | 1,280 |
| Education materials | 132 | 511 |
| Closing stock | (-) | (-) |
| | <u>132</u> | <u>1,791</u> |
| Gross Profit | <u>329,392</u> | <u>332,951</u> |
| Expenditure | | |
| Investment in cultural events | 365 | 95 |
| Examination fees | 11,610 | 13,549 |
| Salaries | 188,873 | 216,909 |
| Administration subsistence | 902 | 1,079 |
| Cleaning | 9,215 | 6,277 |
| Rent and service charges | 62,396 | 59,481 |
| Rates and council tax | 8,696 | 11,785 |
| Telephone | 3,397 | 4,420 |
| PPS | 1,840 | 3,365 |
| Advertising and marketing | 7,143 | 10,393 |
| Repairs and maintenance | 2,254 | 282 |
| Computer software | 2,707 | 2,679 |
| Accountancy | 2,800 | 2,950 |
| Insurance and security | 4,513 | 3,789 |
| Depreciation | 2,729 | 12,497 |
| Bank charges | 4,599 | 2,393 |
| Library | 591 | 93 |
| Translations | 552 | 694 |
| Hire of equipment | - | 2,673 |
| Consultancy | - | 1,249 |
| | <u>315,182</u> | <u>356,652</u> |
| Net Profit/(Deficit) for the year | <u>14,210</u> | <u>(23,701)</u> |