

**Alliance Francaise de Milton Keynes**

**(A company limited by guarantee)**

**Report and financial statements  
for the year ended 31 August 2021**

Charity No: 1100092

Company No: 04765625

## **Alliance Francaise de Milton Keynes**

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**Alliance Francaise de Milton Keynes**

**Charity Reference and Administrative Details**

<b>Charity registration number:</b>	1100092
<b>Company registration number:</b>	04765625
<b>Trustees:</b>	L G Mynors - President M Betts-Allen - Treasurer (Resigned 25/03/2021) R Forman - Treasurer AR Kaye K Ripnar (Appointed 25/03/2021) M Trestchenkoff (Appointed 25/03/2021) R Whitehead (Appointed 25/03/2021)
<b>Secretary:</b>	W van den Hende (Resigned 24/06/2021) K Keillor
<b>Registered office:</b>	14 Market Square Stony Stratford Milton Keynes MK11 1BE
<b>Accountants:</b>	Messrs Clifford Towers 9 High Street Stony Stratford Milton Keynes MK11 1AA
<b>Governing instrument:</b>	Memorandum and Articles of Association, dated 15th May 2003

**Alliance Francaise de Milton Keynes**

**Trustees' Annual Report  
for the year ended 31 August 2021**

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report and financial statements for the year ended 31 August 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

**Objectives of the charity**

The charity aims to advance the education of the public generally but particularly within the town of Milton Keynes and its environs concerning French language and culture.

In setting the objectives and planning the activities of the charity the trustees have had due regard to guidance published by the Charity Commission on public benefit.

**Review of the year (including financial review and reserves policy)**

During the year the charity carried on with its normal courses. The result for the year showed a surplus of £7,128 (2020: £872). The total funds of the company at 31 August 2021 amounted to £40,824.


The Trustees regularly review the level of reserves in the light of the expected levels of revenue and are satisfied that their current levels are sufficient.

**Structure, governance and management**

Trustees are elected following a written notice confirming that the person is willing to stand for election. A maximum of twenty and minimum of four trustees is prescribed in the memorandum of association.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The report was approved by the trustees on .....23/3/22.....and signed on their behalf by:

  
.....  
K Keillor

**Independent Examiner's Report to the Trustees of  
Alliance Francaise de Milton Keynes**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2021 which are set out on pages 4 to 10.

**Respective responsibilities of trustees and examiner**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act

**Independent examiner's statement**

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities

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.



**S G C Towers**  
Chartered Accountant

**9 High Street  
Stony Stratford  
Milton Keynes  
MK11 1AA**

*26<sup>th</sup> March 2022*

**Alliance Francaise de Milton Keynes**  
**Statement of Financial Activities (including summary income and expenditure account)**  
**for the year ended 31 August 2021**

		<b>Unrestricted Funds – General fund</b>	
	<b>Notes</b>	<b>2021 £</b>	<b>2020 £</b>
<b>Income</b>			
<b>Donations and legacies</b>			
Grant income		5,218	-
<b>Investment income</b>			
Bank interest received		2	18
<b>Charitable activities</b>			
Course fees		32,781	31,467
Courses for companies		200	2,596
One to one		17,607	17,205
Conversation class		10,675	11,052
Income from books		82	1,119
Income from events		65	1,457
DELF exams		3,295	-
Other income		100	237
<b>Total</b>		<u>70,025</u>	<u>65,151</u>
<b>Expenditure</b>			
<b>Charitable activities</b>			
Tutor fees		34,832	34,533
Office salaries	3	11,264	11,402
Premises costs		4,200	4,200
Office repairs and equipment		1,663	1,089
Insurance		600	545
Events		285	2,317
Printing, postage & stationery		380	129
Advertising		796	1,178
Telephone		550	575
Computer costs		2,092	2,051
Books		361	2,436
DELF exams		1,916	-
Accountancy fees	4	3,533	2,747
Travelling		82	52
Sundry expenses		343	1,025
<b>Total</b>		<u>62,897</u>	<u>64,279</u>
<b>Net income/(expenditure)</b>		<u>7,128</u>	<u>872</u>
<b>Net movement in funds</b>		7,128	872
Total funds brought forward		33,696	32,824
Total funds carried forward		<u>40,824</u>	<u>33,696</u>

The notes on pages 7 to 10 form an integral part of these financial statements

## Alliance Francaise de Milton Keynes

## Balance sheet at 31 August 2021

	Notes	2021 £	2020 £
<b>Current assets</b>			
Debtors	5	10,116	1,719
Cash at bank		<u>55,190</u>	<u>48,907</u>
		65,306	50,626
<b>Creditors: amounts falling due within one year</b>	6	<u>(24,482)</u>	<u>(16,930)</u>
<b>Net current assets</b>		40,824	33,696
<b>Net assets</b>		<u>40,824</u>	<u>33,696</u>
<b>Funds of the Charity</b>			
Unrestricted funds	8	40,824	33,696
<b>Total funds</b>	10	<u>40,824</u>	<u>33,696</u>

For the year ending 31 August 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

## Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The notes on pages 7 to 10 form an integral part of these financial statements

**Alliance Francaise de Milton Keynes**

**Balance sheet at 31 August 2021 (continued)**

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board of Trustees on ..... 23/3/22 ..... and signed on their behalf by

.....  
R Forman - Treasurer

.....  
K Keillor - Secretary

Registration number 04765625

The notes on pages 7 to 10 form an integral part of these financial statements



**Alliance Francaise de Milton Keynes****Notes to the financial statements****Year ended 31 August 2021****1. Summary of significant accounting policies****General information and basis of preparation**

Alliance Francaise de Milton Keynes is a company limited by guarantee in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to advance the education of the public concerning French language and culture.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The charity does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Cash at bank**

Included in cash at bank is an amount held within a deposit account which bears interest. As this account grants instant access to the trustees, this short term, highly liquid investment has been included in cash at bank rather than being disclosed separately.

**Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

**Alliance Francaise de Milton Keynes**

**Notes to the financial statements  
Year ended 31 August 2021**

**Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

**Income recognition**

All income is included in the SOFA when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

**Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

## Alliance Francaise de Milton Keynes

Notes to the financial statements  
Year ended 31 August 2021**2. Payments to trustees**

The trustees are not entitled to, nor did they receive, any remuneration during the year. The trustees may be reimbursed for travelling and other costs incurred by them on charity business but no such costs were reimbursed during the year.

**3. Staff costs and employee benefits**

The average monthly number of employees during the year was as follows:

	2021 Number	2020 Number
Charitable activities	-	-
Management and administration	1	1
	<u>1</u>	<u>1</u>

The total staff costs and employee benefits were as follows:

	2021 £	2020 £
Wages and salaries	11,099	11,250
Defined contribution pension costs	165	152
	<u>11,264</u>	<u>11,402</u>

No employee earned £60,000 or more.

**4. Fees for examination of the accounts**

	2021 £	2020 £
Independent examiner's fees	1,040	1,030
Tax advisory fees	180	-
	<u>1,220</u>	<u>1,030</u>

**5. Debtors**

	2021 £	2020 £
Trade debtors	4,459	1,027
Other debtors	5,602	92
Prepayments	55	600
	<u>10,116</u>	<u>1,719</u>

## Alliance Francaise de Milton Keynes

## Notes to the financial statements

Year ended 31 August 2021

## 6. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	1,269	4,907
Other taxes and social security costs	-	-
Other creditors	267	270
Accruals & deferred income	22,946	11,753
	<u>24,482</u>	<u>16,930</u>

## 7. Deferred income

Income is deferred when fees have been paid in advance and is then released to the accounts when the courses or classes take place.

## 8. Unrestricted funds

	General Funds
	£
Balance at 1 September 2020	33,696
Income	70,025
Expenditure	(62,897)
Balance at 31 August 2021	<u>40,824</u>

## 9. Related parties

During the year one of the trustees, AR Kaye, was paid £4,200 for use of premises.

## 10. Analysis of net assets between funds

	Unrestricted funds
	- General funds
	£
Net current assets	<u>40,824</u>