

Polish Parents Association

Report and Accounts

31st August 2020



Incorporating P&W Social Accountants

Polish Parents Association

The report of the trustees for the year ended 31st August 2020

The Trustees of The Polish Parents Association present their annual report for the year ended 31st August 2020 and confirm they comply with the requirements of the Charities Act 2011, the governing documents and the Charities SORP (FRS 102).

Objectives and Activities

The Polish Parents Association provides funds for the teaching of the Polish language, history and culture at our school, supporting families in and around the Coventry area.

In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance.

The Objectives of the charity are to advance the education of pupils in the school, in particular:

- Developing effective relationships between the staff, parents and others associated with the school, and
- Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Polish Parents Association

The report of the trustees for the year ended 31st August 2020

Achievements and Performance

1. Students & Staff

- 26 Teachers
- 20 Classes
- 360 pupils completed academic year 2018/2019
- GCSE exams - Grades 8 -(A) & Grade 7 (B) (18)
- A level - Grades A* (4) A(4) B(5) (13)

2. Premises

The school has continued its cooperation with Bishop Ullathorne Catholic School in Coventry. We continue to use Bishop Ullathorne premises on Thursday and Saturday and have extended the number of classrooms to cater for additional demand. From May to July we taught online.

3. Exam Results

One of the key objectives of the school is preparation for the Polish GCSE and A level examinations. In previous years we have achieved excellent results and this trend continues. This year 18 students sat the GCSE exam, all achieving 8/9 and 7/9 grades. 13 students sat the A level exam and 8 achieved A and A* grades, 5 achieved B grade. These are results that will contribute to the UCAS points required for students considering further study at university.

4. Events & Fundraising

Parents, teachers and students have taken part in a number of cultural and educational events, supporting the functioning of the school and also involvement in wider cultural activities of the Polish Community in Coventry.

Key events included:

- 15 September - Ecumenical Celebration at Nuneaton cemetery to remember the Polish, British and German soldiers who lost their lives in WWII.
- 22 September – Annual celebrations for the patron saint of Coventry parish – St. Stanislaw Kostka.
- 13 October - Trip to Syrena Theatre in London , performance “Tango “ by S.Mrozek.
- 5 November – Celebrations at Baginton cemetery to remember WWII soldiers and airmen.
- 11 November – Celebrations of Independence Day and Corpus Christi.
- 7 December – Carol concert performed by Senza Nome Choir.
- 8 December – ‘Mikolajki’
- 25 December – Children’s Choir at ‘Jaselka’ mass.
- 18 January – Masquerade Ball for young classes.
- 25 January – Masquerade Ball for Y3 & Y4.
- 15 February - Graduation ball, ‘Studniowka’.

A number of the events above involved fundraising for the school. Since the end of March all our events have been cancelled due to Covid-19 epidemic. Some of the events we presented as a film, made by individuals online.

Polish Parents Association

The report of the trustees for the year ended 31st August 2020

Financial Review

The financial statements show net incoming resources for the year of £8,074 (2019: net outgoing resources £384). The principal source of income are parental contributions accounting for 76% of our income. As a charity, the parents have the assurance that all the income is used for educational purposes.

The association ended the year with reserves of £90,088 (2019: £82,014 which will be utilised in the furtherance of our objectives. We aim to hold approximately one year's worth of parental contributions.

The Trustees regularly review the finances together with a monthly cash flow analysis

Structure, governance and management

The Polish Parents Association is an unincorporated association registered with the Charity Commission. Our governing document is the National Confederation of Parent Teachers Associations' model constitution adopted on 13 July 2005.

Members of the Association are any parent, guardian or carer of a child attending the school.

Reference and Administrative Details

Name: The Polish Parents Association

Charity Commission Registration Number: 1113408

Principal Address:
The Presbytery
Springfield Road
Coventry
CV1 4GR

Website:
<http://www.szkolacoventry.org/>

Bankers:
CAF Bank Limited
25 Kings Hill Ave
Kings Hill
West Malling
ME19 4JQ

Accountants:
P&W Social Accountants
10 Newent Road
Birmingham
B31 2ED

Polish Parents Association

The report of the trustees for the year ended 31st August 2020

The Trustees who served during the financial year were:

Maria Marzanska

Malgorzata Mokrzecka

Julia Rutkowski

The Trustees were not remunerated nor paid any expenses for their services as Trustees.

This report was approved by the board of trustees on 6th May 2022

Independent Examiner' Report to the Trustees of the Polish Parents Association

Respective Responsibilities of Trustees and Examiner

The Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.

Brett Welch FCA MA
Chartered Accountant
P&W Social Accountants
10 Newent Road
Birmingham
B31 2ED

Date: 6th May 2022

Polish Parents Association
Statement of Financial Activities
For the year ending 31st August 2020

		Restricted Funds	Unrestricted Funds	Total Funds	Unrestricted & Total Funds
	Note			2020	2019
				£	£
Incoming resources					
Donations		-	16,929	16,929	11,631
Grants		10,376	-	10,376	-
Charitable activities		-	62,580	62,580	74,374
Other fundraising activities		-	2,458	2,458	645
Interest		-	143	143	105
Total incoming resources		10,376	82,110	92,486	86,755
Resources expended on charitable activities	3	10,376	74,036	84,412	87,139
Total resources expended		10,376	74,036	84,412	87,139
Net income and movement in funds		-	8,074	8,074	(384)
Reconciliation of funds					
Total funds brought forward		-	-	82,014	82,398
Total funds carried forward		-	-	90,088	82,014

The net movement in funds referred to above is the net incoming resources as defined in the SORP and is reconciled to the total funds as shown in the Balance Sheet as required by the SORP paragraph 4.60.

All activities derive from continuing operations

Polish Parents Association
Balance Sheet
As at 31st August 2020

	Note	2020 £	2019 £
Current assets			
Cash at bank and in hand		94,448	109,287
Current Liabilities			
Creditors	5	(4,360)	(27,273)
Net assets		<u>90,088</u>	<u>82,014</u>
 <i>The funds of the charity :</i>			
Unrestricted funds	6	90,088	82,398
Total charity funds		<u>90,088</u>	<u>82,014</u>

This report was approved by the board of trustees on 6th May 2022

L Galczynska
Treasurer

Polish Parents Association
Notes to the Accounts
For the year ended 31st August 2020

1 General information

Polish Parents Association is a charity registered and domiciled in England. Its principal activity is to operate as a school. Its principal address is The Presbytery, Springfield Road, Coventry , CV1 4GR.

2 Accounting policies

Basis of accounting policies

The financial statements are prepared on a going concern basis, under the historical cost convention as with applicable accounting standards.

The reporting currency is UK £ Sterling.

Going Concern

The trustees considers that there are no material uncertainties about the charities ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

Revenue Recognition

All incoming resources are recognised once the charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Where there are terms or conditions attached to incoming resources, such as parental contributions paid in advance of the school year, then the terms or conditions must be met before the income is recognised as the entitlement condition will not be satisfied until that point. Where terms or conditions have not been met or uncertainty exists as to whether they can be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet as deferred income.

Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt.

Amounts which are owed in more than a year are shown as long term creditors.

Polish Parents Association
Notes to the Accounts
For the year ended 31st August 2020

3 Detailed Income and Expenditure

	2020		2019	
	£	£	£	£
Parental Contributions		62,580		74,374
Teachers & Administrative expenses	55,695		60,903	
Accountants fees	500		500	
Books	3,755		3,868	
Insurance	2,104		2,098	
School Trips	1,582		1,582	
Computers & Printing	2,978		2,129	
Parent supervisors	5,584		695	
Premises	6,828		6,600	
Parentmail and Mobile Phones	2,252		1,638	
Sundry	3,134		7,126	
		<u>(84,412)</u>		<u>(87,139)</u>
Net Income from Charitable Activities		(21,832)		(12,765)
Unrestricted				
Donations	16,929		11,631	
Other fundraising activities	2,458		645	
Interest	143		105	
Restricted				
Restricted grants	10,376		-	
Other Income		<u>29,906</u>		<u>12,381</u>
Net Income		8,074		(384)

4 Staff Costs	2020	2019
Wages and Salaries	49,464	58,820
Taxation & social security costs	5,609	880
Total Staff Costs	<u>55,073</u>	<u>59,700</u>
Average number of employees	22	22

No employees had emoluments in excess of £60,000 (2019: none).

1 Trustee was paid £6,300 (2019: £8,600) for time spent teaching in the school. No expenses were claimed by any Trustee.

5 Creditors	2020	2019
Accruals	500	7,100
Deferred Income	3,860	20,173
	<u>4,360</u>	<u>27,273</u>

Polish Parents Association
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For the year ended 31st August 2020

6 Reconciliation of Funds

	Balance at 1st August 2019 £	Income £	Expenditure £	Balance at 31st August 2020
Restricted funds	-	10,376	(10,376)	-
Unrestricted funds	82,014	82,110	(74,036)	90,088
Total Funds	<u>82,014</u>	<u>92,486</u>	<u>(84,412)</u>	<u>90,088</u>

Restricted funds: Government grant to support salary costs during Covid-19.

7 Controlling Party

The controlling party are the Trustees of the Charity.