

Polish Parents Association

Report and Accounts

31st August 2022



Incorporating P&W Social Accountants Ltd

## **Polish Parents Association**

### **The report of the trustees for the year ended 31st August 2022**

The Trustees of The Polish Parents Association present their annual report for the year ended 31st August 2022 and confirm they comply with the requirements of the Charities Act 2011, the governing documents and the Charities SORP (FRS 102).

## **Objectives and Activities**

### **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 2022**

#### **Achievements and Performance**

##### **1. Students & Staff**

- 26 Teachers
- 1 Speech therapist
- 1 Psychologist
- 4 First-aiders
- 9 Volunteers
- 20 Classes
- 338 pupils completed academic year 2021/2022
- GCSE exams - Grades 9 – highest score (7); 8 (3); 7 (2)
- A level exams - Grades A\* (3); A (3);

##### **2. Premises**

School classes were conducted in rented classrooms at Finham Park School, Green Lane, Coventry, CV3 6EA.

##### **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 12 sat the GCSE exam, 7 achieved the highest score of 9, 3 achieved a score of 8 and 2 achieved a score of 7. 6 students sat the A level exam, 3 achieved A and 3 achieved A\* grades. 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 took part in a number of cultural and educational events, supporting the functioning of the school and becoming involved in the wider cultural activities of the Polish community in Coventry.

In the 2021/22 school year at the meeting:.

1. On the anniversary of Independence Day.
2. During Christmas, a nativity play was held every year. The children met Santa.
3. We celebrated "Mother's Day" and Father's Day, preceded by a competition for the most beautiful card for Mom and Dad.
4. The May was the time with Polish Saturday schools in Great Britain, was Solidarity Day with Ukraine. Another venture there was a cake sale and a special sale of our students' works for the purpose raising funds for the purchase of consoles and computer games for children from the already mentioned Children's Home.
5. First Holy Communion in the church of St. Stanisława Kostka: 2021/22 - 29 children.

## **Polish Parents Association**

### **The report of the trustees for the year ended 31st August 2022**

#### **Financial Review**

The financial statements show net outgoing resources for the year of £30,835 (2021: net outgoing resources £6,764). The source of income are parental contributions. 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 £52,488 (2021: £83,324) 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 as part of the effective stewardship of the association.

#### **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 Ltd  
10 Newent Road  
Birmingham  
B31 2ED

**Polish Parents Association**

**The report of the trustees for the year ended 31st August 2022**

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 15th of October 2024

## **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  
Retired Qualified Accountant  
P&W Social Accountants  
10 Newent Road  
Birmingham  
B31 2ED

Date: 15th of October 2024

**Polish Parents Association**  
**Statement of Financial Activities**  
**For the year ending 31st August 2022**

		<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>	<b>Unrestricted &amp; Total Funds</b>
	Note			<b>2022</b>	<b>2021</b>
				<b>£</b>	<b>£</b>
<b>Incoming resources</b>					
Donations		-	60,413	60,413	4,610
Grants		24,899	-	24,899	32,242
Charitable activities		-	4,034	4,034	55,528
Other fundraising activities		-	9,317	9,317	241
Interest		-	54	54	10
<b>Total incoming resources</b>		<b>24,899</b>	<b>73,818</b>	<b>98,717</b>	<b>92,631</b>
<b>Resources expended on charitable activities</b>	3	24,899	104,653	129,552	99,395
<b>Total resources expended</b>		<b>24,899</b>	<b>104,653</b>	<b>129,552</b>	<b>99,395</b>
<b>Net income and movement in funds</b>		<b>-</b>	<b>(30,835)</b>	<b>(30,835)</b>	<b>(6,764)</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		-	-	83,324	90,088
<b>Total funds carried forward</b>		<b>-</b>	<b>-</b>	<b>52,489</b>	<b>83,324</b>

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 2022**

	Note	2022 £	2021 £
<b>Current assets</b>			
Cash at bank and in hand		62,289	88,291
<b>Current Liabilities</b>			
Creditors	5	(9,801)	(4,968)
<b>Net assets</b>		<u>52,488</u>	<u>83,323</u>
 <i>The funds of the charity :</i>			
<b>Unrestricted funds</b>	6	52,489	83,324
<b>Total charity funds</b>		<u>52,488</u>	<u>83,323</u>

This report was approved by the board of trustees on 15th of October 2024

**L Galczynska**  
**Treasurer**



**Polish Parents Association**  
**Notes to the Accounts**  
**For the year ended 31st August 2022**

**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 2022**

**3 Detailed Income and Expenditure**

	<b>2022</b>		<b>2021</b>	
	£	£	£	£
Parental Contributions		60,413		55,528
Teachers & Administrative expenses	85,745		79,218	
Accountants fees	1,000		540	
Books	5,239		2,717	
Insurance	2,100		2,028	
School Trips	2,780		-	
Computers & Printing	1,399		933	
Parent supervisors	6,636		3,034	
Premises	13,608		3,625	
Parentmail and Mobile Phones	5,467		4,832	
Sundry	5,578		2,468	
		<u>(129,552)</u>		<u>(99,395)</u>
<b>Net Income from Charitable Activities</b>		<b>(69,139)</b>		<b>(43,867)</b>
<b>Unrestricted</b>				
Donations	9,317		4,610	
Other fundraising activities	4,034		241	
Interest	54		10	
<b>Restricted</b>				
Restricted grants	24,899		32,242	
<b>Other Income</b>		<b>38,304</b>		<b>37,103</b>
<b>Net Income</b>		<b>(30,835)</b>		<b>(6,764)</b>

<b>4 Staff Costs</b>	<b>2022</b>	<b>2021</b>
Wages and Salaries	80,060.00	68,154
Taxation & social security costs	-	9,722
Total Staff Costs	<u>80,060</u>	<u>77,876</u>
Average number of employees	24	26

No employees had emoluments in excess of £60,000 (2021: none).

1 Trustees were paid £20,909.94 (2020: £13,354.22) for time spent teaching in the school. No expenses were claimed by any Trustee.

**Polish Parents Association**  
**Notes to the Accounts**  
**For the year ended 31st August 2022**

<b>5 Creditors</b>	<b>2022</b>	<b>2021</b>
Accruals	1,000	1,040
Deferred Income	8,801	3,928
	<u>9,801</u>	<u>4,968</u>

**6 Reconciliation of Funds**

	Balance at 1st August 2021	Income	Expenditure	Balance at 31st August 2022
	£	£	£	
Restricted funds	-	24,899	(24,899)	-
Unrestricted funds	83,324	73,817	(104,652)	52,489
Total Funds	<u>83,324</u>	<u>98,716</u>	<u>(129,551)</u>	<u>52,489</u>

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

**7 Controlling Party**

The controlling party are the Trustees of the Charity.