

**THE PIOTR MACIEJ & HENRYKA MARIA KOZLOWSKI
CHARITABLE TRUST**

371 Uxbridge Road, London W3 9RH

Charity number 1118038

TRUSTEES' REPORT

FOR THE PERIOD 01.04.2020 – 31.03.2021

THE PIOTR MACIEJ & HENRYKA MARIA KOZLOWSKI CHARITABLE TRUST
371 Uxbridge Road, London W3 9RH

TRUSTEES' REPORT

The Trustees' Annual Report for the purpose of Chapter 4, Section 162 of the Charities Act 2011.

CONSTITUTION OF THE CHARITY

The Charity was founded on 20 February 2007 and is governed by its Declaration of Trust.
The Charity Registration No. is 1118038.

The Trustees act as a Council of Management. The Chairperson is Dr M Konieczko. The current Trustees are: Dr Michael Konieczko, Mr Jerzy Kozlowski, Ms Roma Paluch.

The principal offices and registered address of the Charity is: 371 Uxbridge Road, London W3 9RH.

Bankers: HSBC
 Ealing Branch
 46 The Broadway
 London W5 5JR

Independent Examiner: Frances Braidford FCCA
 Dauman & Co Ltd Chartered Accountants & Registered Auditors
 9 Station Parade
 Uxbridge Road
 London W5 3LD

THE OBJECTIVES OF THE CHARITY ARE:

To promote the advancement of the education of Polish post-graduate students through research in the United Kingdom in the field of land surveying.

STATEMENT OF THE TRUSTEES' RESPONSIBILITIES:

The Trustees have a duty to consider all student applications for grants; to assess their merit in accordance with the objectives of the Trust; to select suitable candidates; to agree grants to be offered and fund them in accordance with the Trust's agreed procedures; to liaise with the students on a regular basis and monitor their progress.

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the results of the charity for that year. In preparing these financial statements, the Trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. make judgements and estimates that are reasonable and prudent;
3. prepare the financial statements on the on-going concern basis unless it is inappropriate to presume that the charity 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 Trust. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REVIEW OF ACTIVITIES AND POLICY

The Trustees held two meetings in the reporting year on 21 May 2020 and 18 November 2020. Due to the Covid-19 pandemic, both meetings were held virtually by means of Zoom. The Trustees found this medium an efficient means of conducting business.

The Trustees display a leaflet promoting the work of the Trust in various universities in Poland. Mr Jerzy Kozlowski ensures that the leaflet is displayed in such places as will enable potential students to have sight of it. He is the primary contact in Poland and maintains personal contact with Prof Florek-Paszkowski, sadly deceased and replaced by Prof. Tomasz Kozlowski of Kielce University who promotes the Trust to worthy students and ensures they have attained the English language standard required by English universities. Mr Jerzy Kozlowski conducts personal discussions with potential students where possible. With each year the Trust's existence and objectives are becoming more widely known to universities and students.

During the course of the reporting year the Trustees sponsored two students both of whom completed their studies satisfactorily. One student completed an MSc in Remote Sensing and GIS at the University of Aberystwyth following which she secured qualification appropriate work in Poland. The second student completed an MSc in Quantity Surveying at the Glasgow Caledonian University London campus following which she secured qualification appropriate work in London. Due to the Covid-19 pandemic both students had their studies disrupted with teaching being conducted virtually and online. Thus their achievements are even more praiseworthy than normal.

Unfortunately no further applications were received for the academic year 2020 – 2021.

The Trustees confirm that they have had regard to the public benefit guidance requirements.

RISK

During the Reporting year the Trustees carried out an in depth review of the Charity Commission's Document "Charity trustee meetings: 15 questions you should ask". Having considered each relevant question it was agreed that the Trust is meeting all the necessary requirements.

Risk Assessment is considered at every meeting of the Trustees who meet twice a year. Thus the Trustees remain confident that all areas of potential risk have been scrutinised and are monitored carefully.

PLANS FOR THE FUTURE

The Trustees will continue to advertise the Trust and its objectives by leaflets as well as by word of mouth in appropriate institutions thus bringing these to the attention of more potential candidates. The Trust hopes to award grants to a greater number of suitable candidates in accordance with its

charitable aims. However, with the increase in fees resulting from Brexit the Trustees will need to consider applications very carefully to ensure that the Trust funds are used to their best advantage.

The Trustees will continue to seek advice from the appointed Independent Financial Advisor, Adam Salomon of Premier Portfolio, regarding the investment of the charity's funds in order to maximise profit and spread the risk.

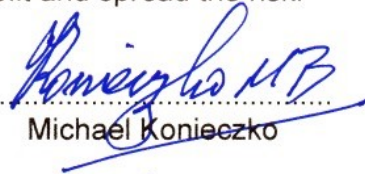
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Michael Konieczko

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Jerzy Kozlowski

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Roma Paluch

Date

statement of interest, contrary to the investment of the charity's funds in order to maximise profit and spread the risk.


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Michael Konieczko

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Jerzy Kozlowski

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Roma Paluch

Date *17th Nov 2021*
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Michael Konieczko

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Jerzy Kozlowski


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Roma Paluch

Date

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Charity number 1118038

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD FROM 01.04.2020 – 31.03.2021

RECEIPTS

Interest & Dividends received – Aviva	3,424
Interest & Dividends received – Advance (formerly Zurich)	4,579
Interest & Dividends received – Zurich – omitted prior year	3,608
Aviva Investment – Increase in valuation	36,622
Advance Investment – Increase in valuation	61,797

Total Receipts	£110,030
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PAYMENTS

Fees – A Kay Pietron & Paluch	9,329
Fees – Dauman & Co Ltd	594
Trustees' Expenses	-
Investment charges – Aviva & Advance	5,466
Grants (net of rent refund)	6,232
Meeting Expenses	-

Total Payments	£21,621
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Net Income	88,409
Cash Funds 01.04.2020	462,591

Cash Funds 31.03.2021	£551,000
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STATEMENT OF ASSETS AND LIABILITIES
AS AT 31.03.2021

CASH FUNDS

Aviva Investment Fund – at valuation 19/03/2021	198,632
Advance Investment Fund – at valuation 05/04/2021	348,721
A Kay Pietron & Paluch Client Account	3,647

Total Cash Funds	£551,000
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LIABILITIES

NIL
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Approved on behalf of the Trustees by:

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Dr M Konieczko

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Date