

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

158 The Broadway, London W13 0TL

Charity number 1118038

TRUSTEES' REPORT

FOR THE PERIOD 01.04.2023 – 31.03.2024

THE PIOTR MACIEJ & HENRYKA MARIA KOZLOWSKI CHARITABLE TRUST
158 The Broadway, London W13 0TL

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: 158 The Broadway, London W13 0TL.

Bankers:

Barclays Bank Plc
Branch: Ealing
Leicestershire, LE87 2BB
Leicester

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 15th May 2023 and 28th November 2023. Having found during Covid that virtual meetings were very successful and time as well as cost saving, the meetings were held online by means of Zoom. The Trustees continue to find 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. Tomasz Kozlowski of Kielce University and with the Dean of the Warsaw University of Technology, Prof. Janusz Walo and the Vice-Dean of the Warsaw University of Technology for studies, Dr Tomasz Budzyński, who promotes the Trust to suitable 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.

Mr Jerzy Kozlowski continues to encourage universities to promote the Trust but increases in university fees and the cost of living may be discouraging students from studying in England.

During the course of the reporting year the Trustees have sponsored one applicant who has benefited from the sponsorship received. The scholar summarised these benefits in the following words: "I'm profoundly grateful for the support provided by the Kozlowski Trust, which has not only facilitated my academic and technical skill enhancement but also contributed significantly to my personal development. [...] The opportunities and accomplishments I've encountered this term would not have been possible without the Kozlowski Trust's support".

A Kay Pietron & Paluch Solicitors LLP that served the Trust closed on 30.9.2023. The Trust's management was taken over by the Sweetman Burke & Sinker Solicitors of 158-160 Broadway West Ealing London W13 0TL. RP who is the Solicitor Trustee has moved from A Kay Pietron & Paluch Solicitors LLP and is now an independent consultant at Sweetman Burke & Sinker Solicitors.

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 and the economic situation, the Trustees will need to consider applications very carefully to ensure that the Trust funds are used to their best advantage.

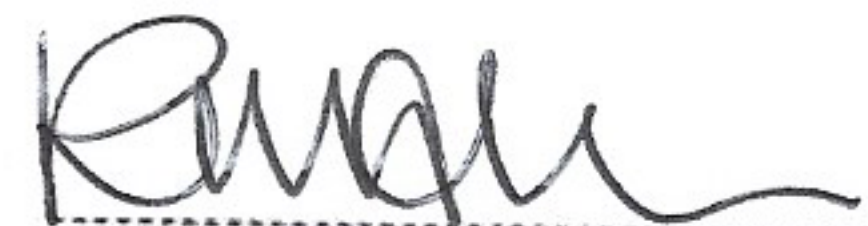
The Trustees will continue to seek advice from the appointed Independent Financial Advisor, Adam Salomon of Premier Portfolio, regarding the investment of the charity's funds in order to maximise profit and spread the risk.



Michael Konieczko



Jerzy Kozłowski



Roma Paluch

Date 18.12.2024

THE PIOTR MACIEJ & HENRYKA MARIA KOZLOWSKI CHARITABLE TRUST
Charity number 1118038

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD FROM 01.04.2023 – 31.03.2024

RECEIPTS

Interest & Dividends received – Aviva	5,327
Interest & Dividends received – Scottish Widows	4,131
Aviva Investment – Increase in valuation	8,970
Scottish Widows – Increase in valuation	8,952

Total Receipts	£27,380
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PAYMENTS

Fees – A Kay Pietron & Paluch	7,635
Fees – Sweetman Burke & Sinker	3,428
Fees – Dauman & Co Ltd	540
Trustees' Expenses	-
Investment charges – Aviva & Scottish Widows	5,020
Grants – Milena Cudak	14,275
Meeting Expenses	-

Total Payments	£30,898
	=====
Net Income/(Expenditure)	(3,518)
Cash Funds 01.04.2023	518,782

Cash Funds 31.03.2024	£515,264
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Charity number 1118038

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 31.03.2024**

CASH FUNDS

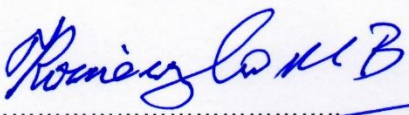
Aviva Investment Fund – at valuation 19/03/2024	202,523
Scottish Widows Investment Fund – at valuation 08/03/2024	308,711
Sweetman Burke & Sinker Client Account	4,030

Total Cash Funds	£515,264
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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

Independent Examiner's Report to the Trustees of The Piotr Maciej & Henryka Maria Kozlowski Charitable Trust (Charity Number 1118038)

I report on the Accounts of the Trust for the year ended 31 March 2024 which are attached.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 130 of the 2011 Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


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Frances Braidford, FCCA
Dauman & Co Limited
9 Station Parade, Uxbridge Road
Ealing Common, London, W5 3LD

Date: 15 November 2024