

Parents Association of Maria Konopnicka Polish Saturday School Willesden
Legal and administrative Information

Trustees

Mrs. Agnieszka Grzybowska – Chairman
Mrs. Urszula Pedzik
Mr. Dariusz Ludwinski
Mr. Julian Iwaszkiewicz
Mrs. Wioletta Gnys
Mrs Iwona Cieslinska
Mr Rafal Machnik

Head

Mrs G.Ross

Accountants

Borucki & Co
42 Radnor Road
Harrow Middlesex
HA1 1RZ

Bankers

Barclays Bank plc
Leicester
LE87 2BB

Parents Association of Maria Konopnicka Polish Saturday School Willesden Trustees Report

The trustees present their report and accounts for the year ended 31 August 2023.

Introduction

The Charity is governed by a constitution adopted on 26 April 2008 as amended on 25 October 2008 and is registered with the Charity Commission. Charity Registration No 1127089

Objectives

The charity's objectives are to advance the education of children attending the Polish school of Maria Konopnicka in Willesden Green by maintaining and developing the school and providing resources and teaching facilities within it.

Trustees

The trustees who served in the year are listed on page 1.

Review of the Year

Our educational activities are carried out from nursery up to A Level. Pupil numbers at our school was lower than our target and totalled 327.

We have managed to keep our fees at the same level for the consecutive year and they were:

- Family with one child £390 per academic year
- Family with two children £580 per academic year
- Family with three children £630 per academic year
- Family with four children £680 per academic year
- Family with five children £680 per academic year

Achievements and Performance

The school team worked very hard during the whole academic year to run Saturday school and improve quality of the service provided. On-line meetings between teachers and parents were still organized as this was sufficient and effective way to contact each other and share all important information. Teacher trainings was conducted on the same principles. We are very proud for our team which worked very hard to obtain a grants and donation to help running polish school, manage expenses and events for our pupils. The School is grateful for sponsoring our events by Polish Village Bread which donate to the school delicious cakes, polish shops for donation delicious sausages for our end of year grill and at least we are so warming surprise for donation by polish community.

The school is very proud of its excellent levels of academic success but equally proud of its outstanding pastoral care, the wide range of extra- curricular opportunities available through the commitment of Governing Body as well as teaching staff and volunteers.

The school in the last year has provided lots of services:

- Mainly teaching the Polish language, History and Geography
- Religious studies (Christian)
- Art and Music lessons for our younger pupils

Results

The school is delighted with the results in Polish which are exceptional, a testament to the efforts and hard work of the students coupled with the dedication and commitment of the staff.

At A Level 5 pupils achieved A*- 5, A – 5 pupils, B – 4 pupils, C – 1 pupils

At GCSE pupils achieved 9 grade - 4, 8 grade – 3, 6 grade - 1

One of the aims of the school is to provide the best education possible, offer the widest range of opportunities and work within the balanced budget.

The financial position of the school as presented in the accounts is considered satisfactory

Reserves Policy

The trustees policy is to maintain reserves at a level which will allow the charity to operate for the foreseeable future while endeavouring to set aside funds in a building fund.

Public benefit

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act 2011.

The trustees are confident that they have complied with their duty under the Charities Act 2011 in that they have had due regard to public benefit guidance published by the Commission.

Risk assessment

Parents Association of Maria Konopnicka Polish Saturday School Willesden Trustees Report

The major risks to which the Charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks. The Trustees continue to carry out their duties in respect of CRB checks.

Statement of Trustees' Responsibilities

Under charity law, the trustees are responsible for preparing the Trustees' Annual Report and the financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of the excess of income over expenditure for that period.

In preparing these financial statements, generally accepted accounting practice entails that the trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements;
- prepare financial statements on the going concern basis unless it is inappropriate to presume the charity will continue its activities.

The trustees are required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

Future developments

The trustees will endeavour to maintain the both the standards of teaching and the pupil numbers in future years.

Approved by the Trustees on 26th June 2024 and signed on their behalf by:

Wioletta Gnys
Trustee



Parents Association of Maria Konopnicka Polish Saturday School Willesden

Independent Examiners' Report

Report of the Independent Examiner to the Trustees of Parents Association of Maria Konopnicka Polish Saturday School Willesden

I report on the accounts of the Charity for the year ended 31 August 2023 which are set out on pages 5 to 8 appended to this report.

Respective responsibilities of trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this 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) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners' statement

My examination was carried out in accordance with the 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 you as 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 examiners' statement

In connection with my examination, no matter has come to my attention:

(1) 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J I Borucki FCA
Borucki & Co
Chartered Accountants
42 Radnor Road
Harrow Middlesex HA1 1RZ

26 June 2024

Parents Association of Maria Konopnicka Polish Saturday School Willesden
Profit and Loss Account
for the year ended 31 August 2023

	Notes	2023			2022		
		School fund	Restricted funds	Total	School fund	Restricted funds	
		£	£	£	£	£	£
Income							
Voluntary income							
Donations		1,000	-	1,000	-	-	-
Fundraising		2,351	-	2,351	7,380	7,380	-
Activities for generating funds							
Parental contributions		95,253	-	95,253	87,945	87,945	-
Room hire		2,462	-	2,462			
Other income							
Grant		20,765	-	20,765	25,380	5,213	20,167
Bank interest		68	423	491	70	55	15
Total income		121,899	423	122,322	120,775	100,593	20,182
Expenditure							
Charitable activities							
Staff costs	2	55,485	-	55,485	57,890	57,890	-
Premises costs	3	35,340	-	35,340	34,000	34,000	-
School expenses	3	9,362	-	9,362	11,697	11,697	-
School administrative and other costs	3	10,578	19,646	30,224	16,232	9,362	6,870
		110,765	19,646	130,411	119,819	112,949	6,870
Governance costs							
	4	1,192	-	1,192	1,051	1,051	
Total expenditure		111,957	19,646	131,603	120,870	114,000	6,870
Net income (expenditure)		9,942	(19,223)	(9,281)	(95)	(13,407)	13,312
Balance brought forward at 1 September		95,724	163,249	258,973	259,068	109,131	149,937
Balance carried forward, at 31 August		105,666	144,026	249,692	258,973	95,724	163,249

Continuing operations

None of the charity's activities were acquired or discontinued during the above two financial years.

Statement of total recognised gains and losses

The charity has no recognised gains or losses other than those shown above and therefore no separate statement of total gains and losses has been prepared

Parents Association of Maria Konopnicka Polish Saturday School Willesden
Balance Sheet
as at 31 August 2023

	Notes	2023		2022	
		£	£	£	£
Current assets					
Debtors	6	5,912		5,901	
Cash at bank and in hand		<u>253,122</u>		<u>261,590</u>	
		259,034		267,491	
Creditors: amounts falling due within one year	7	<u>(9,342)</u>		<u>(8,518)</u>	
Net current liabilities		249,692		258,973	
Total assets less current liabilities		<u>249,692</u>		<u>258,973</u>	
Total net assets		<u><u>249,692</u></u>		<u><u>258,973</u></u>	
Represented by:					
Funds and reserves					
School fund		105,666		95,724	
Restricted Funds	8	<u>144,026</u>		<u>163,249</u>	
		<u><u>249,692</u></u>		<u><u>258,973</u></u>	

Wioletta Gnys
Trustee

Approved by the trustees on 26th June 2024

Parents Association of Maria Konopnicka Polish Saturday School Willesden
Statement of cash flows
for the year ended 31 August 2023

	Note	2023 £	2022 £
Cash generated in operating activities	A	<u>(8,959)</u>	<u>(12,426)</u>
Cash flows from investing activities			
Investment income		<u>491</u>	<u>70</u>
Cash provided (used) in investing activities		<u>491</u>	<u>70</u>
Increase in cash and cash equivalents in year		<u>(8,468)</u>	<u>(12,356)</u>
Movement in year			
Increase in cash at bank and in hand		<u>(8,468)</u>	<u>(12,356)</u>
		<u>(8,468)</u>	<u>(12,356)</u>

A. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income (expenditure)	(9,281)	(95)
Deduct investment income	(491)	(70)
Increase (decrease) in creditors	824	(13,474)
(Increase) decrease in debtors	(11)	1,213
	<u>(8,959)</u>	<u>(12,426)</u>

Parents Association of Maria Konopnicka Polish Saturday School Willesden
Notes to the accounts
for the year ended 31 August 2023

1 Accounting policies

Basis of preparation and assessment of going concern

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities comprises direct expenses incurred on the defined charitable purposes of the charity and includes staff costs attributable to the activity.

As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

Taxation

The trust is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

2 Staff costs

	2023	2022
	£	£
Wages and salaries	55,485	57,890
	<u>55,485</u>	<u>57,890</u>
Staff costs per function were as follows		
Teaching staff	55,485	57,890
	<u>55,485</u>	<u>57,890</u>
The average number of employees, analysed by function was:		
Teaching Staff (full time equivalents)	8	8
	<u>8</u>	<u>8</u>

Parents Association of Maria Konopnicka Polish Saturday School Willesden
Notes to the accounts
for the year ended 31 August 2023

3 Charitable activities		2023	2022		
		£	£		
Premises					
Rent		35,340	34,000		
		<u>35,340</u>	<u>34,000</u>		
School expenses					
Books, materials and visits		2,632	5,680		
Equipment		-	-		
Stationery and photocopying		617	544		
Other		<u>6,113</u>	<u>5,473</u>		
		<u>9,362</u>	<u>11,697</u>		
Administrative and other costs					
Communications		1,904	1,689		
Insurances		2,681	2,590		
Office materials and expenses		2,728	2,522		
Courses and conferences		2,265	2,561		
Phsycologist, vouchers and project expenditure (restricted)		<u>19,646</u>	<u>6,870</u>		
		<u>30,224</u>	<u>16,232</u>		
4 Governance costs		Total	Total		
		£	£		
Accountancy fees		720	660		
Bank charges		<u>472</u>	<u>391</u>		
		<u>1,192</u>	<u>1,051</u>		
6 Debtors		£	£		
Debtors for fees and charges		1,280	1,301		
Other debtors		<u>4,632</u>	<u>4,600</u>		
		<u>5,912</u>	<u>5,901</u>		
7 Creditors: amounts falling due within one year		£	£		
Fees received in advance		6,757	6,168		
Other creditors		<u>2,585</u>	<u>2,350</u>		
		<u>9,342</u>	<u>8,518</u>		
8 Restricted funds		Brought forward	Income	Expenditure	Carried forward
Building fund		142,462	423	-	142,885
John Lyons Grant		130	-	-	130
Embassy project		310	-	-	310
Brent Youth Foundation Grant		20,347	-	(19,646)	701
		<u>163,249</u>	<u>423</u>	<u>(19,646)</u>	<u>144,026</u>

The building fund consists of monies for the future purchase of a school building and to provide a reserve in case of a deficit in the school fund

The John Lyon Grant Charity was given to allow the school to distribute vouchers to needy families.

The Brent Youth Foundation Grant and the London Community Foundation grants were given to allow the school to pay for psychological help for pupils and families.