

The Polish Language and Cultural Centre in Nottingham
(Registered charity, number 1139846)
Financial statements
for the year ended 05 April 2020

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**The Polish Language and Cultural Centre in Nottingham
Trustees' annual report
for the year ended 05 April 2020**

Full name The Polish Language and Cultural Centre in Nottingham

Other names by which the charity is known

Polska Szkoła Przedmiotów Ojczystych im. św. Kazimierza

Registered charity number 1139846

Principal address

9 Lindum Road, Nottingham, NG6 0QR

Trustees

Marta Zarzycka, Chairperson

Karolina Kossendowska

Jolanta Nanda, Treasurer

Pawel Gminski

Krzysztof Burczynski, from 19/10/19

Monika Iwan-Adefolaju, until 5/4/20

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2, North West, 41 Talbot Street, Nottingham, NG1 5GL

Governance and management

The charity is operated under the rules of its constitution adopted 22 November 2008.

New trustees are usually recruited as part of the AGM or during the year with the agreement (vote) of the trustees.

Objectives and activities

The objects of the school shall be to provide education in the Polish language, literature, culture and traditions for children and young people and provide a range of opportunities for greater integration within the English community.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities undertaken for the public benefit

- Renting appropriate premises for children to learn in safe and comfortable conditions;
- Employing qualified teaching staff to teach children and young people of different ages;
- Ensuring high standards of teaching to enable the young people to take their GCSE and A Level examinations;
- Working with local universities and other education organisations such as IntoUniversity;

The Polish Language and Cultural Centre in Nottingham

- Organising subsidised educational trips;
- Taking part in national poetry competitions;
- Encouraging parental involvement in their children's education;
- Employing appropriate administrative staff;
- Raising the local profile of the school and helping Polish children and parents to integrate with the English community;
- Raising funds;
- Working with Nottingham City Council to ensure high quality of teaching and maximise the safety of the students;
- Co-operating with other Polish organisations in the UK and in Poland;
- Organising workshops for parents and teachers, "Bilingualism connects and empowers – practical ways to support bilingual child development";
- Basic first aid classes for the whole school provided by St. Johns Ambulance.

Summary of the main achievements during the period

- Renting appropriate premises for children to learn in safe and comfortable conditions. The school has 537 students from 4 to 18 years of age. Through the years, they are prepared for the GCSE and A-Level exams;
- Investment in multi-media platforms alongside an updated website;
- Applying for various grants to help keep the school fees down;
- Employing qualified teaching staff to teach children and young people of different ages;
- Providing further training for our teachers via special conferences;
- Employment of volunteers;
- Working with local universities and other education organisations such as IntoUniversity. IntoUniversity provided a visit to a local university so that students would get a feel for the types of courses available and what university life may be like, as well as the costs involved. This was backed up by a visit to a local university;
- Taking part in a national poetry competition;
- Encouraging parental involvement in their children's educations;
- Raising funds by running school fairs and Christmas dances organised by parents;
- Organising extracurricular activities to promote Polish culture (e.g. Polish folk dancing, arts and crafts class).

The Polish Language and Cultural Centre in Nottingham

Our school encourages not only parents to organise special events for the school but also has 5 to 9 volunteers a year helping on a regular basis in the classrooms. We also have parent groups organising fund raising activities within the school and outside of the school.

Covid restrictions.

The lockdowns and tier restrictions have had an impact on the centre. We are supporting our students remotely during these difficult times.

The charity's policy on reserves

We aim to keep a reserve of around £30,000. This can vary depending on the grants received.

Signed on behalf of the charity's trustees:

Signed  _____ Date _ 01/03/2021 _
Marta Zarzycka, Trustee

**Independent examiner's report to the trustees of
The Polish Language and Cultural Centre in Nottingham
for the year ended 05 April 2020**

I report to the trustees on my examination of the accounts of The Polish Language and Cultural Centre in Nottingham (the charity) for the year ended 05 April 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

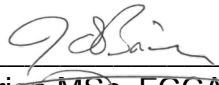
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed  Date 1/3/2021
John O'Brien MSc, FCCA, FCIE
Employee of Community Accounting Plus

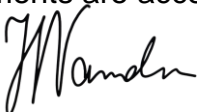
The Polish Language and Cultural Centre in Nottingham
Receipts & payments account
for the year ended 05 April 2020

2019			2020
£		Note	£
	Receipts		
21797	Grants & donations	2	12320
69145	School fees		83149
6839	Parental contributions		2540
1083	Sales		-
4511	Activities & events		4540
2114	Trip contributions		1438
1080	Sundry receipts		600
<u>106569</u>	Total receipts		<u>104587</u>
	Payments		
4957	Activities & trips		4301
-	Web hosting & multi media		7111
490	Equipment, repairs & renewals		237
2417	Freelance staff		2262
4594	Gifts & prizes		2514
696	Independent examination		720
1203	Photocopying		804
1711	Professional fees		2488
537	Publications & subscriptions		-
25370	Rent		19186
55347	Salaries & NI		54741
4	Sundry payments		-
744	Telephone, postage & website		468
10065	Text books & stationery		9071
850	Training & conferences		40
161	Travel expenses		-
<u>109146</u>	Total payments		<u>103943</u>
(2577)	Net receipts/(payments)		644
<u>67885</u>	Cash funds at start of this period		<u>65308</u>
<u>65308</u>	Cash funds at end of this period		<u>65952</u>

The Polish Language and Cultural Centre in Nottingham
Statement of assets and liabilities
at 05 April 2020

2019			2020
£	Cash assets	Note	£
65308	Bank accounts		65952
<u>65308</u>			<u>65952</u>
	Other monetary assets		
1090	Debtor - School fees		1438
<u>1090</u>			<u>1438</u>
	Assets retained for the charity's own use		
	Copier purchased in November 2017, cost £2,430.		
	3 Dell laptops purchased in October 2017, total cost £1,748.		
	General equipment including furniture.		
	Liabilities		
(3458)	Creditors	3	(2598)
(6000)	Advance receipt - Grant		-
<u>(9458)</u>			<u>(2598)</u>

These financial statements are accepted on behalf of the charity by:

Signed  _____ Dated _ 01/03/2021 _
Jolanta Nanda, Trustee

The Polish Language and Cultural Centre in Nottingham
Notes to the accounts
for the year ended 05 April 2020

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Grants & donations

	£
Nottingham City Council	8501
Wspolnota Polska	3819
	<u>12320</u>

3. Creditors

	£
Independent examination	720
Salaries & NI (HMRC)	1878
	<u>2598</u>

4. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

5. Glossary of terms

Advance receipts: These are amounts received by the charity in the accounting period, for use in a future period.

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.