

Trustees' annual report for the period							
From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	08	2022		31	07	2023

## SECTION A

## REFERENCE AND ADMINISTRATION DETAILS

Charity Name	L'Amicale André Malraux
Other names charity is known by	L'Amicale
Registered charity number	1140438
Charity's principal address	Ecole André Malraux
	44 Laurie Road
	Postcode W7 1BL

## Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Fanny Derouledé		Appointed Annual meeting 2019	
Raphaëlle Godfrey		Appointed Annual meeting 2019	
Monique Ducher		Appointed Annual meeting 2022	
Cathia Pioger		Appointed Annual meeting 2023	
Julie Bouchard		Appointed Annual meeting 2023	

## SECTION B

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Description of the charity's trusts

Type of governing document	Constitution adopted 5 <sup>th</sup> January 2011
How the charity is constituted	Parents' association consisting of the parents or carers of pupils attending the school who all benefit from an automatic membership
Trustee selection methods	Trustees are elected or reelected annually by all members present at the Annual General Meeting

### Additional governance issues (Optional Information)

Annual General Meeting is held at the beginning of the school year.

The Trustees on the date this report was approved were:  
 Raphaëlle Godfrey, Monique Ducher, Cathia Pioger & Julie Bouchard  
 And all the Trustees are registered at the Charity Commission.  
 Criminal Records Bureau checks are carried out before commencement of trusteeship as well as for all trainers in the afterschool clubs.

All trustees are covered by a public liability insurance included in the association's affiliation to PTA (the confederation of parents' associations). Prior to contracting with our association, all trainers for afterschool clubs must provide a certificate for their public liability insurance.

Bank account operates on a dual signatories/authorisation basis.

All trustees give their time voluntarily and receive no remuneration or any other benefit.

## SECTION C

## OBJECTIVES AND ACTIVITIES

### Summary of the objects of the charity set out in its governing document

The object of the association is to advance the education of pupils in the school in particular by (1) developing effective relationships between the staff, parents and others associated with the school and (2) engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

### Summary of the main activities undertaken for the public benefit in relation to these objects

Our main activities, running throughout the school year, are the daily after school clubs. The after-school clubs run from 3:40-5pm each weekday, except Wednesday when they run from 1:20-2:45pm.

The Amicale is committed to enabling as many students of the school to engage in sports, arts, and cultural activities thus advancing their education. These activities further benefit the children by developing self-confidence, and social skills. Our school is a French school, and follows the French curriculum, with French as the main teaching language. However, as it is based in the U.K., improving English language skills for all pupils is a big part of the curriculum. The after-school clubs run in French can thus be used by English speakers to improve their French skills whereas many families where only French is spoken will happily resort to English-run clubs to improve their children's English language skills.

For term 1, 2 & 3, there has been between 291 and 320 registrations to Amicale clubs (against 237 and 252 the previous year and 280 this last term). The feedback from the parents of the school is that the after-school activities provided by the Amicale is becoming an essential service that gives the children a great opportunity to explore, learn and have fun in a familiar environment. We continue to keep in mind the Charity Commission's guidance of public benefit and each project was thoroughly scrutinised in order to benefit as many children as possible in the school. Demand for places at our clubs remains high. We are fortunate to have access to Hanwell Community Centre where our basketball club can take full benefit of a covered well-lit basketball court allowing us to accept more children in this activity. Due to the increase in number of

**Additional details of objectives and activities (Optional Information)**

children attending the after-school activities, 1 activities supervisor is present in the school on a daily basis and a caretaker is at the gate to control entrances and exits for security reasons. On some Fridays, we have a bakery products sale. Unfortunately, since Covid this is not as regular as it used to be. The Amicale has now delegated the Bakery service to the APL. The *Boulangerie* also offers an annual “Galette des Rois” sale to give the school community a taste of French cultural tradition. This contributes to the social aspect of the association’s objects.

A great contribution is made by member volunteers. We are grateful for the many hours’ volunteers have spent contributing to the smooth running and success of all of the association’s projects and events. Without the valuable contribution of time, energy and expertise we would not have been able to achieve so much.

**SECTION D**

**ACHIEVEMENTS AND PERFORMANCE**

**Summary of the main achievements of the charity during the period**

September 2022 to June 2023 - After school clubs

In this reporting period, we have been successful in welcoming more children in our after-school activities and the number of activities offered is stable with up to 32 activities offered (against 26 the previous year), accommodating all age groups each day, as suggested by parents. On termly basis, pupils can participate in afterschool activities as various as little music, foot, Art, Dodgeball, photo, tennis, taekwondo, basket, roller, origami, ballet, capoeira, coding, gym, drama, canevass, chess, judo, creative writing, lego, zumba, science, fencing. These clubs are run by professionals. They give the children the opportunity to learn, have fun and socialise. At the end of the term or the year, the children were proud to show what they learned to their parents in performances, exhibitions and friendly matches. These events are very popular with the children and parents alike.

Friday Boulangerie

Some Fridays at pick-up time, parents and staff get a chance to purchase bread, croissants and other French bakery specialties. It is a popular social event that everyone looks forward to in the school. Since September 2023, Bakery has been managed by APL.

School planner

We offer a customized school planner for our children. These planners are given to the school to distribute to the children from CE1 to CM2 (eq. year 3 to year 7). We work closely with the teacher’s to make this planner a helpful tool for the children. This year we had an art competition to illustrate the school planner. The theme was “The school in movement”.

### School directory

Upon written authorisation of publication by the parents (with the insurance of non-commercial use of their details), a school directory was compiled with all contact details per class to facilitate the organisation of school runs, play dates, sleepovers and homework catch up. Printing costs were covered by the sale of the directory at a small price and announcers could purchase advertising space in it thus enabling the association to raise funds.

### Children's Xmas

Xmas time is a festively busy time at school and l'Amicale provided for most events and expenditure. A volunteer father played Father Christmas, visiting each class and distributing class presents and goodies. The Amicale funded a Xmas tree which was decorated by the children. For the Xmas show, the Amicale offered to pupils a shadowgraphy show.

### Quiz Night 2020 for parents

The Quiz night is usually organised in the Spring. Volunteer parents team up to organise and run the evening. Unfortunately due to COVID, we could not run the Quiz night this year. We have not organised a quiz night since.

### Fête de la musique talent show

In France, each year since 1982, on June 21st, music is played everywhere in streets to celebrate the arrival of Summer. We have maintained this tradition by holding a "fête de la musique" at school and organising a day where all children could demonstrate their musical skills to their friends in the audience. The purpose of it is to keep valuing music and the children's multiple talents. Our young musicians received medals and diplomas and after playing in front of the pupils.

### Yearbook

As the school had stopped providing a yearbook, we had re-introduced it a few years ago. Two volunteer parents prepared each yearbook: one school-wide sold to all the parents at cost price and a customised one offered to the graduating CM2 class. It is a good way to remind the children of the school, their friends and events.

### Teacher's fund

The Amicale continues to separately manage the Teacher's fund (Amicale 2 bank account). Money raised comes from the Kermesse (school fair), the money raised by the teachers from the Christmas cards and parents from the school photos and events around Young Voices. Transactions relating to the Teachers' fund are shown as restricted funds.

**Brief statement of the charity's policy on reserves**

Amicale funds were mainly raised through the afterschool clubs' fees, the Red noses, the school fair and class photos. Our main costs are the fees of the instructors running the after-school activities and the supplies required to run the activity. The funds that are not used to run the activities are granted to the School for the purchase of equipment and the financing of projects benefiting the children. We aim to keep the cost of the activities to parents affordable and for the surplus generated to be spent during the school year within the limit of our reserves policy stated above. We try to keep running costs down by relying on volunteers wherever possible.

Unfortunately during these Covid years we could not invest in the school as much as previous years because all school projects were put on hold but we hope to resume this year with funding Provide a raincover for Maternelles & acquire outdoor tables and chairs; and help the school fund a Music Programme.

At the year end, we held unrestricted reserves (Teacher's fund).

The reserve was designated for:

- Christmas decorations
- School books and class materials
- Class outings
- Quiz night
- Mini mile refreshments/sandwiches
- Kermesse (school fair) equipment
- Halloween candies
- Radio podcast

Additional reserves are held in order to meet any unforeseen expenditure that may occur.

**Details of any funds materially in deficit**

*Not applicable*

**Further financial review details (Optional Information)**

**SECTION F**

**OTHER OPTIONAL INFORMATION**

Future plans :





- After-school clubs
  - To invest in the after-school activities by funding materials, events and outings
  - To keep certain activities affordable to parents such as Coding, Capoeira, Science
  - To further improve the online registration system to allow efficient management of the after-school activities (set up of a basket, website crash at registration pick time resolution)
  - Badges for instructors

- Safeguarding training for instructors
- School programmes
  - Music Programme - School Orchestra EMS
  - To keep investing in Xmas shows
  - To fund the school show's costumes
  - To keep funding the 'Ecole des Loisirs' & 'Incorruptible' reading project
  - To invest in artists' and writers' workshops
  - Fund training on Emotional Development (Mme Paul)
  - To invest in workshops for CM2 kids about social media, self defense
  - Bicycle Course
  - Community garden project
- Infrastructure
  - Provide a raincover for Maternelles & acquire outdoor tables and chairs
  - To invest in recurring school expenses such as the outdoor floor markings
  - To invest in a cycle shed
  - To fund a potential road crossing project

## SECTION G

## DECLARATION

The financial statements were approved by the Board of Trustees on 29 May 2024 and were signed on its behalf by:

<b>Signature(s)</b>				
<b>Full name(s)</b>	RAPHAELLE GODFREY	Monique Ducher	Cathia Pioger	Julie Bouchard
<b>Position</b>	Trustee	Trustee	Trustee	Trustee

**Date**

26<sup>th</sup> May 2024



Charity Name L'AMICALE ANDRE MALRAUX	No (if any) 1140438
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## Receipts and payments accounts

CC16a

For the period from	Period start date 8/1/2022	To	Period end date 7/31/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
After School Activities	108,140		-	108,140	78,936
Bakery	-		-	-	-
Merchandise (Incl Year Book)	1,791			1,791	2,120
Events Income	5,220			5,220	2,527
Donations	554			554	
Other	658			658	1,593
<b>Sub total</b> (Gross income for AR)	116,363	-	-	116,363	85,176
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	116,363	-	-	116,363	85,176
<b>A3 Payments</b>					
After School Activities	92,462		-	92,462	58,780
Grant to André Malraux School	-		-	-	-
Christmas -other	1,184		-	1,184	-
Year Book	1,953			1,953	-
Agendas-School Planner	1,354		-	1,354	-
Bakery	623			623	-
Quiz night	405			405	
Fete de la Musique	136			136	-
Supplies	3,704			3,704	-
Kermesse	1,615			1,615	
Fundraising	-			-	-
Direct expenses	4,251			4,251	8,016
Running Costs	2,952		-	2,952	12,862
<b>Sub total</b>	110,639	-	-	110,639	79,658
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	110,639	-	-	110,639	79,658
<b>Net of receipts/(payments)</b>	5,724	-	-	5,724	5,518
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	33,272	-	-	33,272	27,754
<b>Cash funds this year end</b>	38,996	-	-	38,996	33,272

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	38,996		
	Petty Cash			
		-	-	-
	<b>Total cash funds</b>	38,996	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
L'AMICALE ANDRE MALRAUX

On accounts for the year  
ended

31<sup>st</sup> July 2023

Charity no  
(if any)

1140438

Set out on pages

1 and 2

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/07/2023**.

As the charity's trustees, 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 Trust'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 am qualified to undertake the examination by being a qualified member of AAT.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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: 28/05/2024

Name:

Julie Brierley

Relevant professional  
qualification(s) or body

AAT Licensed Accountant

(if any):

**Address:**

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A