



Association for the Polish Family
PYZA

Annual Report

2020/2021

INDEX

1. Index	2
2. Chair of Trustees report	3
3. Programme of Activities	4
4. Aim & Objectives	5
5. Board of Trustees and Staff	5
6. Children programmes	6
7. Adults programmes	8
8. General Advice	8
9. Financial information	9
10. Independent Examiner's Report	13

Our Chair of Trustees report

For the Polish Family Association, this year has been deeply challenging and difficult yet also dynamic and encouraging. We have been tested, as an organisation, with unprecedented demand in unimaginable circumstances.

I feel so proud of how we have managed to pivot our entire operation to meet the specific needs of our users. How, with the support of our local Polish community, we were able to 'be there' for those who were scared, isolated and in great need. How we developed new services to meet the changing needs of the Polish and Eastern European communities as the pandemic progressed, whilst keeping our existing services running, both face to face and remotely if necessary.

In a significant development, we are also delighted to have been awarded contract by Merton Council to run the Polish Advice Centre associated outreach and digital assistive services and the Community Fridge. Those contracts allowed us to support some of the most vulnerable Polish and EE adults and families in Merton and provide a physical hub for our wide range of community-based services and activities.

For many Poles and Eastern European, this year was an incredibly dark time, but I feel reassured that our charity was able to make it lighter for hundreds who needed our help.

Kamila Dyczko

Association for Polish Family PYZA
Chair

1. REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY AND ITS TRUSTEES

Association for Polish Family PYZA presents the following report and accounts with the independent examiner's report for the financial year ending 05 April 2021.

1.1 THE ORGANISATIONAL AND DECISION MAKING STRUCTURE

Management Committee

PYZA's trustees for the period 2020/21 were:

Kamila Dyczko Chair
Andrzej Adameczek Treasures
Francesca Godding Secretary
Gillian Naomi Martin

Trustees are elected at the Annual General Meeting. The Management Committee can co-opt members.

1.2 REGISTERED OFFICE

Registered Office Address

Association for Polish Family PYZA
66-72 High Street,
SW19 2BY, Colliers Wood

Co-ordinator

S Szczepanski

Website www.polishfamily.org.uk

1.3 CHARITY STATUS & PUBLIC BENEFIT

Association for Polish Family PYZA is a registered charity (No. 1143505).

The trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charities Commission.

1.4 ADVISORS AND STAFF

Coordinator: Slawek Szczepanski

Family Support: Aneta Olszewska, Milena Rosa, Marzena Baranska

Accountants: Toppoint24 Accounting Services Ltd, 74 High Street Colliers Wood, SW19 2BY, London.

Bankers: Cooperative Bank

Partners:

- Merton Council
- Home Office
- Wimbledon Foundation
- London Community Foundation
- CCG Merton
- South West London St Georges NHS Trust
- Merton Connected
- Commonsense Development Trust
- WeAreDigital
- Sustainable Merton

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

PYZA's governing document is its Constitution.

The governing body of the Charity is the Management Committee, which comprises of 6 trustee members. Trustees are from voluntary organisations based in, and/or offering a service in Merton, whose membership or area of service is targeted towards Polish community in Merton.

All members of the Management Committee retire together at the end of the Annual General Meeting but are legally entitled to be re-elected or re-appointed.

The Committee receives regular reports on all aspects of PYZA's work and meets formally at least three times a year. A General Purposes Sub-Committee meeting is called at any time to consider urgent matters of business. The main responsibility of the Management Committee is to formulate PYZA's business and strategic plans along with the annual budget and regular financial monitoring.

Internal Controls

The Trustees have overall responsibility for ensuring that PYZA has an appropriate system of controls, and also responsible for ensuring that the funds belonging to the Charity are applied only in furthering the objectives of PYZA. During the year the Management Committee have received regular financial and management reports from the Co-ordinator and an annual review of PYZA's policies and procedures.

3. Aim & Objectives

Association for Polish Family aims are: 'to promote the benefit of the inhabitants of the London Borough of Merton and surrounding area, in particular but not exclusively Polish citizens, by the advancement of education and training and the provision of recreational facilities in the interests of social welfare, financial hardship or social circumstances with the object of improving their conditions of life'

4. General Performance

Program of Activities

- General advice and support
- Community Fridge
- Children & Family Clubs
- Home Office EU Settlement Scheme
- Skill Up programme

Activities throughout year

Family celebrations – Easter, Mother's Day, Halloween, Mikolajki

Vocational training in Child Care, Health and Social Care, Business Admin and Personal Skills

General Advice – We provide advice and support in the fields of welfare rights, education, and health, social and economic deprivation. We offer a full range of services with the overall aim of preventing the worsening of member's circumstance and to enable self-sufficiency. We do so by diagnosing the problem, explaining options, giving advice and offering practical support. We identify and discuss further action and sign-post to other agencies where relevant. Our advice is free and strictly confidential.

Community Fridge - the main aim of our community fridge is to reduce food insecurity, while also mitigating food waste. We are enabling people facing hardship to have easy access to fresh, nutritious food. Our Fridge offer a wide range of food from canned goods to fresh produce to pre-cooked meals.

5. Financial review

The Committee receives quarterly financial reports for the purpose of ensuring that there is proper monitoring and control of finances.

5.1 Accounting Policies

Accounting convention

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the SORP (Statement of Recommended Practice: "Accounting by Charities"), revised in 2005.

Incoming resources

Income resources from grants, donations and contributions represent the amounts receivable in respect of the year. Grant income is deferred where it has been received in the current year, but relates to a project which takes place in the following year.

Charitable expenditure

This relates to expenditure made for the achievement of the objects of the organisation. Expenditure includes an apportionment of staff and office expenses where it is appropriate to do so.

Grants

The charity administers grants on behalf of public bodies or other agencies and is not itself a grant making body.

Fixed Assets

PYZA does have fixed assets. IT equipment.

Governance costs

These include all expenditure not directly attributable to the charitable expenditure accounts in the financial statements.

Voluntary Help

A considerable amount of time is expended on the charity's activities which is donated free of charge. It is not possible to quantify the value of time given and accordingly it is neither recorded as donated income nor as an expense in the accounts.

Restricted Funds

Where income has been received with conditions attached, which are more specific than the general objectives of the charity, it is allocated to a restricted fund. Subsequent expenditure

of this income is charged to the restricted fund as it is incurred.

Financial report

The overall budget for our organisation for the financial year 2020 – 2021:

		Unrestricted funds £	Restricted funds £	Total funds £	Last year £
<u>Incoming Resources</u>	Notes				
Charitable activities	1	2,678	90,676	93,354	96,256
Individual Donations	2	-	-	-	-
General funds		-	-	-	-
Total income		2,678	90,676	93,354	96,256
<u>Resources Expended</u>					
Charitable expenditure	3	-	79,059	79,059	67,858
Asset and investment purchase	4	-	1,860	1,860	-
Total resources expended		-	80,919	80,919	67,858
Net incoming resources		2,678	9,757	12,435	28,398
Funds brought forward		812	36,418	37,230	8,832
Funds carried forward at 5th of April 2021		3,490	46,175	49,665	37,230

1. Notes to the financial statements Incoming resources from charitable activities	Unrestricted funds £	Restricted funds £	Total funds £	Last year £
Grants received				
<> Merton Giving	-	4,500	4,500	-
<> Community Fridge	-	7,240	7,240	-
<> LB Merton	-	52,833	52,833	64,990
<> London Community Foundation	-	26,103	26,103	3,856
<> MVSC	-	-	-	1,500
<> NHS	2,678	-	2,678	-
<> Trust for London	-	-	-	23,950
<> Wimbledon Foundation	-	-	-	1,960
Sub total	2,678	90,676	93,354	96,256

2. Notes to the financial statements Individual donations	Unrestricted funds £	Restricted funds £	Total funds £	Last year £
Individual Donations	-	-	-	-
Sub total	-	-	-	-

Total receipts	2,678	90,676	93,354	96,256
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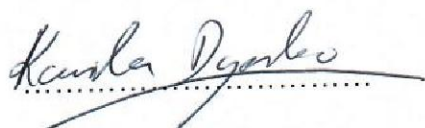
3. Notes to the financial statementsCharitable activities - expenditure	Unrestricted funds £	Restricted funds £	Total funds £	Last year £
Administration	-	1,835	1,835	2,120
Equipment & Materials (art&craft)	-	-	-	3,157
Insurance	-	450	450	300
Marketing & Publicity	-	-	-	39
Office equipment	-	-	-	2,363
Rent	-	1,700	1,700	1,304
Staff costs	-	57,074	57,074	58,575
EUSS Advisor	-	18,000	18,000	-
Sub total	-	79,059	79,059	67,858

4. Notes to the financial statements Asset and investment purchase	Unrestricted funds £	Restricted funds £	Total funds £	Last year £
Office equipment	-	1,860	1,860	-
	-	-	-	-
Sub total	-	1,860	1,860	-

Total payments	-	80,919	80,919	67,858
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Approval

This report, which has been prepared in accordance with the General Direction given by the Charity Commission, has been considered by Committee and signed by the Chair on its behalf.

A handwritten signature in black ink, appearing to read 'Kamila Dyczko', written over a horizontal dotted line.

Kamila Dyczko (Chair, Trustee)

10 March 2022

Independent Examiner's Report to the Trustees of the Association for Polish Family PYZA

I report to the trustees on my examination of the accounts of Association for Polish Family PYZA for the year ended 5 April 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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 have completed my examination. I confirm that no material 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 Trust 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:



Name: PAWEL LACHOWSKI

AMELIA (GB) LTD

76 HIGH STREET COLLIERS WOOD
LONDON, SW19 2BY

14 March 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
ASSOCIATION FOR THE POLISH FAMILY "PYZA"

No (if any)
1143505

Receipts and payments accounts

CC16a

For the period from	Period start date 06/04/2020	To	Period end date 05/04/2021
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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 £
A1 Receipts					
Merton Giving	-	4,500	-	4,500	-
Community Fridge	-	7,240	-	7,240	-
LB Merton	-	52,833	-	52,833	64,990
London Community Foundation	-	26,103	-	26,103	3,856
MVSC	-	-	-	-	1,500
NHS	2,678	-	-	2,678	-
Trust for London	-	-	-	-	23,950
Wimbledon Foundation	-	-	-	-	1,960
Sub total (Gross income for AR)	2,678	90,676	-	93,354	96,256
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,678	90,676	-	93,354	96,256
A3 Payments					
Administration	-	1,835	-	1,835	2,120
Equipment & Materials (art&craft)	-	-	-	-	3,157
Insurance	-	450	-	450	300
Marketing & Publicity	-	-	-	-	39
Office equipment	-	-	-	-	2,363
Rent	-	1,700	-	1,700	1,304
Staff costs	-	57,074	-	57,074	58,575
EUSS Advisor	-	18,000	-	18,000	-
Sub total	-	79,059	-	79,059	67,858
A4 Asset and investment purchases, (see table)					
Computer equipment	-	1,860	-	1,860	-
Sub total	-	1,860	-	1,860	-
Total payments	-	80,919	-	80,919	67,858
Net of receipts/(payments)	2,678	9,757	-	12,435	28,398
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	812	36,418	-	37,230	8,832
Cash funds this year end	3,490	46,175	-	49,665	37,230

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 at bank	3,490	46,175	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	3,490	46,175	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

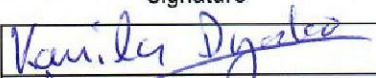

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	N/A	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	N/A		-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Computer equipment (PC, monitor, printer)	Restricted funds	1,860	1,550
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	KAMILA DYCZKO	10.3.22
	ANDRZEJ ADAMECZEK	10/03/2022