

The Polish Community School Portsmouth

Polska Sobotnia Szkoła

Registered Charity Number 1159555

Annual Report and Accounts

For the Year Ended 31st August 2020

The Polish Community School Portsmouth

Polska Sobotnia Szkoła

Registered Charity Number 1159555

Charity Information

Trustees:

Kamila Krajewska

Jacek Kopecky

Charity Number: 1159555

Charity's Principal address:

Independent examiner:

Louisa Burton

University of Portsmouth

Richmond Building

Portland Street

PO1 3DE

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Annual Report

For the year ended 31 August 2020

Objectives and activities

Our school provides education of Polish language, elements of history, geography, maths, culture and traditions to children with Polish heritage and children who would like to learn Polish and about Poland. We organise theatre trips, educational outings and other activities that complement pupil's education and development in mainstream schools. We prepare children for the Polish GCSE exams.

Achievements and performance

Plans for the future

We are planning to re-open school for all pupils in September 2021, subject to Government Covid-19 Guidelines and Restrictions. The School Applications for year 2021/2022 can now be submitted on-line, we expect the number of pupils to reach approx. 100. We are also going to continue assisting children in preparation for their GCSE exams and expand number of trustees who will be able to offer school their time, skills, and support school's growth for the benefit of all the pupils.

Financial Review

The biggest expense for the school is the cost of class hire which has been partially funded by the SWP. Unfortunately, it still remains unclear whether the funding will be available for the school year 2021/2022.

Financial Position

The trustees report incoming resources for the year of £25,320. All incoming resources were unrestricted. The charity does not carry out any significant public fundraising activities.

Net incoming resources in the year amounted to £1,382. At 31st August 2020 reserves were £16,972 of which none represented restricted funds.

Reserves Policy

It is the policy of the charity that unrestricted funds which are not represented by fixed assets or have not been designated for a specific use should be maintained at a level equivalent to between 3- and 6-month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. These reserves at 31st August 2020 stood at £16,972, which is comfortably within this range.

Structure, Governance and Management

Governing Document

The charity is a charitable incorporated organisations registered with the charity commission and is governed by its Constitution of a Charitable Incorporated Organisation.

Trustees

Persons wishing to stand as trustees are nominated by an existing trustee and names are put forward at the annual general meeting for election. The maximum number of trustees shall be 15 and the minimum shall be 2, being either

a) elected at the annual general meeting (there being no more than ten such elected Trustees in total) and who shall hold office from the conclusion of that meeting;

Or

b) Co-opted by the Trustee Board

The trustees who served during the year are listed on the charity information page.

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Annual Report Cont.

For the year ended 31 August 2020

Newly appointed Trustees are provided with a comprehensive induction to the charity through the provision of training courses and mentoring by established trustees.

Organisational Structure

Overall control of the charity rests with the Trustee board, with the trustees as officers.

Summary

General financial situation of the school remains stable but with no guarantee of funding from SWP and additional cost of COVID-19 PPE, the financial results at the end of the school year 2022 may be affected.

Annual Report Approved by:

Kamila Krajewska - Trustee

Jacek Kopecky - Trustee

Date: 31.05.2021

The Polish Community School Portsmouth

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Statement of Financial Activities

For the year ended 31 August 2020

	Unrestricted	Restricted	Total 2020	Total 2019
Income				
Charitable Activities:				
School Fees	19,573	-	19,573	22,574
Deposits	380	-	380	560
Afterschool Club Fees	485	-	485	-
Theatre Trip Income	1,010	-	1,010	1,026
Founding from SWP	2,114	-	2,114	-
Christmas Party Tickets (Mikolajki)	1,474	-	1,474	1,575
Christmas Nativity Craft Sale	200	-	200	-
Farm Trip Income	-	-	-	844
Payments for textbooks	-	-	-	1,010
Reimbursement (fuel costs)	-	-	-	560
Donations:				
Lottery Income	566	-	566	456
Donations	900	-	900	4,623
Total Income	26,702	-	26,702	33,228
Expenditure				
Charitable Activities:				
Classrooms hire	4,466	-	4,466	5,748
Theatre Trip	1,660	-	1,660	2,193
Teachers invoices	14,494	-	14,494	12,198
School Books	1,447	-	1,447	982
Miscellaneous including cash	786	-	786	3,033
Christmas Party Costs	1,721	-	1,721	963
Insurance	167	-	167	152
Deposits returned	120	-	120	-
Memberships	480	-	480	105
Cleaning	72	-	72	-
Web and Software Costs	207	-	207	178
Children's Workshops	-	-	-	265
Coach Hire	-	-	-	600
Tour ticket purchase	-	-	-	947
DBS Checks	-	-	-	141
Total Expenditure	25,620	-	25,620	27,505

Net Surplus / (Deficit)	1,082	-	1,082	5,723
Reserves at 1 September 2019	15,590		15,590	9,867
Reserves at 31 August 2020	16,972		16,672	15,590

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Statement of Financial Position

As at 31st August 2020

	2020	2019
Current Assets		
Bank Balance	16,972	15,590
Total Net Assets	16,972	15,590
Reserves		
Unrestricted Reserves	16,972	15,590
Total Reserves	16,972	15,590

Accounts approved by:

Kamila Krajewska - Trustee

Jacek Kopecky - Trustee

Date: 31/05/2021

The Polish Community School Portsmouth

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Independent Examiner's Report on the Accounts

For the year ended 31st August 2020

I report to the trustees on my examination of the accounts of the charity for the year ended 31st August 2020 which are set out on pages 2 to 6.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity trustees 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 trustees given by the Charity Commission under section 145(5)(b) of the Act.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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 seeks 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 I do not express an audit opinion on the view given by the accounts.

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 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.



Louisa Burton
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...26/03/2021.....