

Alliance française d'Oxford Annual Trustees' report for 2020

The Mission

The mission of the Alliance française d'Oxford continues to be the promotion of French language and francophone cultures in Oxford. The decline of French and generally modern languages as a choice in A levels, and the current political uncertainty as to the future relationship of the UK with Europe, makes this mission all the more relevant today.

Main achievements

The achievements of Alliance française d'Oxford in 2020 were:

OUR FRENCH CLASSES

- When the global COVID-19 pandemic forces us into lockdown, we managed to keep our students online and through pro-active work, to maintain the number of students registered with us, although quite a few children classes had to be shut down through lack of registrations.
- The switch to online teaching was operated quickly & effectively
- We offered training to most of our teachers to improve their use of the virtual tools and teaching support for online classes
- We maintained French Diploma Exam sessions in December 2020 with a COVID-safe protocol and welcomed 21 candidates

OUR CULTURAL EVENTS

- In terms of cultural activities, we programmed 35 events, including a Francophonie festival, but had to cancel 5 due to the pandemic. We had to switch to an online offer after the first lockdown in March 2020 but managed to maintain our main Festival event, a free conference with author Faïza Guene, whose book "Kiffe Kiffe Demain" is on the A-level syllabus. More than 110 A-level students came to event at the Taylorian Institute, which was in partnership with the University of Oxford Modern Languages department

We are the Alliance française d'Oxford

the charity whose mission is to promote French language and culture in Oxford

30 Polstead Rd, 1st Floor, Oxford, OX2 6TN

www.af-oxford.org

Charity Registration No. 1163206



Alliance Française *Oxford*

- Another successful free online conference about James Tissot with the curator from Musée D'Orsay exhibition attracted 56 attendees.
- Finally, our offer for children included an in-person event at Pitt Rivers – children's treasure hunt on the theme of masks and vocabulary of identity.

OUR OUTREACH WITH SCHOOLS

- In 2020, we delivered 7 workshops in schools, 4 of which were free
- We also organised a French pop video workshop at St Joseph Primary School
- We received six applications for our new A-level scholarship and the winning applicant is still benefiting from the scholarship or a year and a half.

Objectives for 2021

The objectives for 2021 are to maintain student registration numbers post-pandemic and to adapt our online/onsite class offering to suit the modified habits of our students. It will be important to reconquer our young students.

In the longer term, the charity needs to prepare for the context of post-Brexit recruitment. We are also planning to restart our charitable outreach programme with schools and pre-schoolers when social distancing measures have relaxed.

Governance

A resolution was proposed to simplify the provisions in the AFO constitution relating to the election and retirement of trustees, as detailed in the notice sent to members with the notice of the AGM. The new provisions should be more practical while still enabling sufficient refreshment of the trustee group. Members were asked to vote on the resolution, which was duly approved. ***The amended constitution was registered with the Charity Commission***

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Finances

The charity managed to create a surplus of £12,000 despite the upheaval of moving to an online environment. This was due in part to the fact that an online summer offer was created for the first time, which increased revenue from classes subscription. While in lockdown, through the course of the summer, more adult students decided to opt for online tuition. Meanwhile the charity saw an increase in requests for private online tuition, and this boosted revenue. To maintain registration numbers in a uncertain climate, the trustees approved a discount of 20% for private tuition and 10% for group classes which as effective in maintaining revenue. This compensated a loss in revenue in the children classes, as parents did not want to continue online lessons after a full day of online schooling.

The significant costs continue to be salaries and rent. However, an early discussion took place with the landlord, who offered a “Covid” rent reduction. Significant costs related to office expenses were reduced because of the lockdown.

A grant of £4,300 was received from the IF/French government to cover the costs of the Festival which was a great success before the lockdown forced the charity to cancel some events. £1,300 was spent on the Festival de la Francophonie.

Early on in the life of the AFO, the trustees took the decision to ensure a buffer and put aside a modest amount of profit each year for a rainy day, so that the charity is on a position to run/meet its forward obligations for a year at least in the event that there was a important set-back.

This year, the AFO has a deposit/reserves account of £30k vs £28k last year.

The charity remains in a good financial position.

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Alliance française d'Oxford

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/01/2020

To

Period end date
31/12/2020

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
SALES INCLUDING CHARITABLE ACTIVITIES	176 320	-	-	176 320	162 888
TEACHING ROOM LETTINGS	-	-	-	-	4 099
BANK INTEREST RECEIVED	29	-	-	29	55
Grant COVID pandemic		4 292		4 292	
Clients credits	110	-		110	
		-		-	
		-		-	
		-		-	
Sub total (Gross income for AR)	176 459	4 292	-	180 751	167 042
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	176 459	4 292	-	180 751	167 042

A3 Payments

COST OF SALES	65 897	-	-	65 897	46 912
EMPLOYEE PAYROLL	68 081			68 081	71 654
RENTAL EXPENSES	17 481			17 481	20 930
WEBSITE AND IT COSTS	3 184			3 184	3 248
TRAVEL	505			505	441
ADVERTISING	2 729			2 729	3 087
PAYROLL SERVICES/ LEGAL, PROFESSIONAL AND OTHER SERVICES	1 806	-	-	1 806	5 069
MEALS ENTERTAINMENT AND STAFF GIFTS	364	-	-	364	766
OFFICE GENERAL ADMINISTRATIVE EXPENSES	1 367	-	-	1 367	3 858
PRINTING, PHOTOCOPIER, POSTAGE AND STATIONARY	1 341	-	-	1 341	1 867
OTHER	1 125	-	-	1 125	1 263
Office refurbishment expenses	-	-	-	-	6 991
COVID related expenses	-	3 433	-	3 433	-
Sub total	163 878	3 433	-	167 311	166 086

A4 Asset and investment purchases. (see table)

Audivisual equipment	-	-	-	-	2 738
furniture					2 979
IT and other furniture					1 342
	-	-	-	-	
Sub total	-	-	-	-	7 059

Total payments	163 878	3 433	-	167 311	173 145
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Net of receipts/(payments)

	12 581	859	-	13 440	6 103
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49 630	-	-	49 630	55 733
Cash funds this year end	62 211	859	-	63 070	49 630

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	Bank - Current Account	32 132		-
	Bank - reserves Account	30 030	-	-
	Petty Cash	49		
	Covid Grant		859	-
	Total cash funds	62 211	859	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

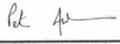
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	AUDIOVISUAL EQUIPEMENT	Unrestricted	9 749	-
	FURNITURE	Unrestricted	7 154	-
	IT and other	Unrestricted	2 171	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
	Peter Anderson	10th June 2021

**ALLIANCE FRANÇAISE D'OXFORD
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 DECEMBER 2020**

I report to the trustees on my examination of the financial statements of Alliance Française d'Oxford ('the charity') for the year ended 31 December 2020.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements 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 charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.



A Churchill Stone FCA DChA

Mercer Lewin Ltd
Chartered Accountants

41 Cornmarket Street
Oxford
OX1 3HA

10 June 2021



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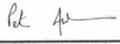
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		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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			-	-
			-	-
			-	-
			-	-

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			-	
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