



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Polish Saturday School Milford

On accounts for the year  
ended

31<sup>st</sup> July 2023

Charity no  
(if any)

1175719

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

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

Responsibilities and  
basis of report

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 have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

11/05/2024

Name:

D J Bond

Relevant professional  
qualification(s) or body  
(if any):

FCA

Address:

20 Marston Drive, Farnborough, Hants. GU14 8JL

**Section B****Disclosure**

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.



Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/08/2022		31/07/2023

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>					
School fees	51,801	-	-	51,801	56,617
Grants/Donations	-	12,771	-	12,771	4,902
Fundraising Events	-	-	-	-	-
Sundry Receipts	6,690	-	-	6,690	4,732
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>58,492</b>	<b>12,771</b>	<b>-</b>	<b>71,262</b>	<b>66,251</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>58,492</b>	<b>12,771</b>	<b>-</b>	<b>71,262</b>	<b>66,251</b>
<b>A3 Payments</b>					
Volunteers' Costs	25,161	7,279	-	32,440	29,290
Premises Rent	2,068	5,492	-	7,560	6,970
Training /Books & Other materials	8,104	-	-	8,104	6,595
Admin expenses	2,025	-	-	2,025	2,099
Other payments	2,064	-	-	2,064	4,266
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>39,421</b>	<b>12,771</b>	<b>-</b>	<b>52,192</b>	<b>49,220</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>39,421</b>	<b>12,771</b>	<b>-</b>	<b>52,192</b>	<b>49,220</b>
<b>Net of receipts/(payments)</b>	<b>19,071</b>	<b>-</b>	<b>-</b>	<b>19,071</b>	<b>17,031</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>82,069</b>	<b>-</b>	<b>-</b>	<b>82,069</b>	<b>65,038</b>
<b>Cash funds this year end</b>	<b>101,140</b>	<b>-</b>	<b>-</b>	<b>101,140</b>	<b>82,069</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>				
	Cash in bank	99,001	-	-
	Cash in hand	2,139	-	-
		-	-	-
	<b>Total cash funds</b>	<b>101,140</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>				
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-


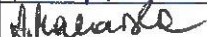
**B4 Assets retained for the charity's own use**

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
	M. Wojtyła-Sims	30/04/24
	A. MACHOWSKA	30/04/24



# Trustees' Annual Report for the period

Period start date			Period end date		
From	01	August 2022	To	31	July 2023

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## Section A

## Reference and administration details

Charity name **Polish Saturday School Milford / Polska Szkoła Sobotnia Milford im. Tadeusza Czuchnickiego**

Other names charity is known by

Registered charity number (if any) **1175719**

Charity's principal address **Weydon School, Language Block,  
Weydon Lane, Wrecclesham,  
FARNHAM, Surrey  
Postcode: GU9 8UG**

### 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)
1	Dr Zofia Luklinska	Chair	Until 18 November 2022	
2	Dr Wojciech Machowski	Co-Chair		
3	Antonina Machowska	Vice-Chair		
4	Dr Ewa Jakubczyk	Secretary		
5	Malgorzata Wojtynka-Sims	Treasurer		
6	Renata Pater - Kozlowska	Administrator	Until 18 November 2022	
7	Iwona Blaszczyk-Brooks	Trustee	Until 18 November 2022	
8				
9				
10				
11				
12				
13				
14				
15				

1				
6				
1				
7				
1				
8				
1				
9				
2				
0				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Un-incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by Charity Members

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;

Charity Members consist of Trustees, School Staff and Parents Committee's Members

The Charity has the following officers:

- (a) A Chair,
- (b) A Co-Chair,
- (c) A Vice-Chair,
- (d) A Secretary,

- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

(e) A Treasurer.

(f) An Administrator

(g) An additional Trustee

All the above persons have been appointed Trustees of the Charity. Dr Zofia Luklinska, Mrs Renata Kozłowska and Mrs Iwona Błaszczuk-Brooks resigned as Charity Trustees in November 2022.

The Charity works closely with their Umbrella Organisation, the Polish Educational Society (PES) in London (Polska Macierz Szkolna) as well as with various Polish institutions supporting Polish education abroad (Polish Embassy, Upper House of Polish Parliament, Association "Wspolnota Polska" in Warsaw, ORPEG - Centre for the Development of Polish Education Abroad and others)

## Section C

## Objectives and activities

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

To advance education of young people between the ages of 3 to 18 years old in Surrey and North Hampshire and the surrounding areas, in Polish language, literature, history, geography, culture, tradition and Christian values.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Teaching Polish language, literature, history, geography, culture, tradition and Christian values. Preparation for Exams: GCSE and A-Level in Polish as a foreign language. 32 Saturdays during the school year.

Celebrations of Polish patriotic events: Independence Day; Constitution Day, Flag Day, All Saints Day.

Participation in events organised by Charity's umbrella organisation, PES. Events have been organised both online and in person (hybrid).

Organisation of Annual General Meeting for Parents and Guardians

Participation of Teachers (Charity Members) in various training courses and conferences organised by PES – hybrid style (online and in person).

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

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Participation of some teaching staff in Safeguarding Course, organised by PMS (online).

Participation of teaching staff in numerous training sessions organised by Polish Educational Society in London (hybrid).

Participation of students and teaching staff in Polish history-related celebrations organised by Polish Educational Society, Polish Cultural Institute and various Polish Organisations in Great Britain

Obtaining students' School ID for all pupils and students via cooperation with Polish Consulate.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Results of Exams in summer 2023 session:

**GCSE Exam:** 4 students. Marks: 9 – 3 students; 8 – 1 student; 7 – 1 student

**A Level Exam:** 1 student - mark A

The School's performance, care for pupils and exams' results are well known in the local Polish Community in Surrey and Hampshire, so there is a waiting list of prospective pupils and students.

The number of students at the School increased slightly from 228 students in academic year 2021/22 to 232 in academic year 2022/23.

#### Main Events:

8 October 2022 - Ceremonial induction for pupils of Year 1.

12 November 2022 – Celebration of All Saints Day and Independence Day at Brookwood Military Cemetery – together with Polish Parish and Polish Citizens from Surrey and Hampshire. Organisation of Polish-style refreshments for participants.

Independence Day was also celebrated by all pupils and students at the School, in a separate ceremony.

11 December 2022 – St. Nicholas Day celebrations for the School pupils and students.

04 February 2023 – End of Carnival party at the School

25 February 2023 – Internal Competition for entry for Poetry Competition "Wierszowisko 2022", organised by Polish Educational Society

11 June 2023 Finals of "Wierszowisko 2022" in London ( School entries: a team one and 3 individual - 1 student received 3 place in the individual competition)

29 April 2023 – Celebration of Polish Constitution Day and Polish Flag Day

Internal School competitions in poetry, reading, art and spelling - throughout the School Year.



## Section D

## Achievements and performance

2 teachers received a Medal of Polish Commission of National Education for their achievements in education of Polish children in Great Britain

## Section E

## Financial review

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

The Charity's Reserve Policy ensures that sufficient capital is available to cover the School's operational costs for at least the next 24 months period.

### Details of any funds materially in deficit

Not applicable

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's funding is principally derived from School fees. Usually it is supplemented by various fundraising activities, which slightly increased in academic year 2022/23, after post Covid-19 regulations were removed.

The main expenditure is for the hire of the premises, for the expenses incurred by the volunteering staff and for books and materials necessary in education process.

## Section F


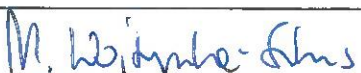
## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the Charity's Trustees

Signature(s)		
Full name(s)	Antonina Machowska	Malgorzata Wojtynska-Sims
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 29 April 2024