



## Trustees' Annual Report for the period

**From** 6 April 2022 **To** 5 April 2023

**Charity name:** La Petite Ecole de Liverpool

**Charity registration number:** 1167280

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the CIO are in accordance with the charitable purpose for the advancement of education and aim: To advance the education of the public and, in particular but not exclusively, children educated in local English-speaking schools and having a knowledge of French living in Liverpool and surrounding areas by:</p> <ul style="list-style-type: none"><li>• Providing teaching services in French as an extracurricular activity,</li><li>• Organising cultural activities in order to develop the knowledge of the culture and history of the francophone world.</li></ul> <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none"><li>- Weekly lessons, for 2 hours on a Saturday, for French-speaking children,</li><li>- Weekly lessons for students of Dovedale school as an extracurricular activity,</li><li>- Annual cultural activities: A French Christmas celebration (December 2022), Carnaval (February 2023).</li><li>- Participation in a competition with pedagogic goals, related to literature,</li><li>- Upgrading the access to library books by creating an online referencing system.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees have had regard to the guidance on public benefit as we welcome all people from all countries who have an interest in French language and culture to join our organisation. We have kept the charges to a</p>

		<p>minimum despite inflation in order to keep our classes affordable.</p> <p>We also have a policy for those families who cannot afford these costs to have a possibility to contribute in kind negotiated on a one-to-one basis.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	<p>We aim to develop skills for our teachers and assistants through sending them also for training, and promoting their professional development.</p> <p>We also provide equal access and opportunities for families who cannot afford the classes</p>
Contribution made by volunteers	Para 1.38	<p>The management committee is made of volunteers, who also happen to be members (i.e. parents of children registered). They help organise and run the classes, fundraise, organise cultural events and manage the library.</p>
Other		n/a

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Main achievements:</p> <ul style="list-style-type: none"> <li>- Promoting French language and culture</li> <li>- Providing opportunities for those with French-speaking parents to be bilingual and thus have broader opportunities as they grow up</li> <li>- To entertain the wider general public in Liverpool by organising cultural events</li> <li>- By developing teachers</li> <li>- By growing the network and connection of the French community in Liverpool as well as their connection to other French-speaking communities across the UK (through the network of French schools called 'Parapluie-FLAM')</li> <li>• Promoting connection between different languages schools through meetings and</li> </ul>

		planning joint events with other language schools in Liverpool
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	All objectives achieved
Performance of fundraising activities against objectives set	Para 1.41	Our annual fundraising event around Christmas time has helped to support our charity.
Investment performance against objectives	Para 1.41	n/a
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Please see attached financial report.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	If we have a positive bank balance at the end of the financial year we will adopt a continuous cash flow into the next financial year for the sum to be used to further the aims of the CIO only.
Amount of reserves held	Para 1.22	£4,414 at the end of the 2022/23 financial year.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<ul style="list-style-type: none"><li>- From tuition fees</li><li>- From fundraising (once a year)</li><li>- From the French government subsidy (AEFE funding, coming to an end in 2023).</li></ul>
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	<p>The risks identified are:</p> <ul style="list-style-type: none"><li>- Our ability to balance the books,</li><li>- Recruit and retain teachers,</li><li>- Recruit and retain volunteers to run the charity.</li></ul> <p>All these risks are currently mitigated by the committee.</p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	We have a constitution
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	We are a Charitable Incorporated Organisation (CIO).
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>In summary, a trustee is selected from its members (i.e. parents) currently but not exclusively, selected for 2 years, position can be renewed for another term.</p> <p>Trustees are then voted in during the Annual General Assembly.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a document for new trustees which explains what is meant as a trustee, which refers to the trustee documents on gov.uk, and which gives specifics about being a trustee in our CIO.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	As above part of 2 networks: - Parapluie FLAM: all French supplementary schools in the UK - LSSN: Liverpool Supplementary School Network (LSSN): all children native-language schools in Liverpool.
Relationship with any related parties	Para 1.51	n/a
Other		n/a

**Reference and Administrative details**

Charity name	<b>La Petite Ecole de Liverpool</b>
Other name the charity uses	
Registered charity number	<b>1176280</b>
Charity's principal address	c/o Anne-Claire Leydier, 18 Mayville Road, L18 0HQ, Liverpool

**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	Anne-Claire Leydier	Director	01/09/2023	General assembly with members
2	Florent Alix	Treasurer	29/11/2023	General assembly with members
3	Dr Fabienne Marret-Davies	Curriculum advisor		
4	Nadja van Ginneken-Turtle			
5	Laurence Payot	Project officer		
6				
7				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### 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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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a
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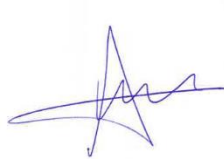
### Other optional information

n/a
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### Declarations

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

Signed on behalf of the charity's trustees

Signature(s)			
Full name(s)	Anne-Claire Leydier		
Position (eg Secretary, Chair, etc)	Chair		
Date	03/02/2024		



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>La Petite Ecole de Liverpool</b>	No (if any)
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## Receipts and payments accounts

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For the period from	Period start date 06/04/2022	To	Period end date 05/04/2023
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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>					
child subscriptions	5,124	-	-	5,124	3,145
Donations	110	-	-	110	-
Fundraising	86	-	-	86	288
Raffle	-	-	-	-	4
Grant	2,785	-	-	2,785	864
refund	-	-	-	-	34
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,105</b>	<b>-</b>	<b>-</b>	<b>8,105</b>	<b>4,335</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>8,105</b>	<b>-</b>	<b>-</b>	<b>8,105</b>	<b>4,335</b>
<b>A3 Payments</b>					
Wages	4,252	-	-	4,252	5,349
Classroom hire	2,442	-	-	2,442	1,836
Hall event hire	-	-	-	-	-
Insurance	191	-	-	191	187
FLAM fees	35	-	-	35	35
Internet	129	-	-	129	13
Food and beverage	101	-	-	101	-
Fundraising costs	-	-	-	-	-
Events costs	3,842	-	-	3,842	-
training costs	-	-	-	-	12
Equipment	423	-	-	423	-
Adverts	25	-	-	25	-
school books	120	-	-	120	-
school furnitures	156	-	-	156	165
website	13	-	-	13	-
DBS	67	-	-	67	96
Zoom subscription for online classes	58	-	-	58	345
	-	-	-	-	-
bank fees	64	-	-	64	21
<b>Sub total</b>	<b>11,918</b>	<b>-</b>	<b>-</b>	<b>11,918</b>	<b>8,059</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>11,918</b>	<b>-</b>	<b>-</b>	<b>11,918</b>	<b>8,059</b>
<b>Net of receipts/(payments)</b>	<b>- 3,813</b>	<b>-</b>	<b>-</b>	<b>- 3,813</b>	<b>- 3,725</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>8,227</b>	<b>-</b>	<b>-</b>	<b>8,227</b>	<b>6,243</b>
<b>Cash funds this year end</b>	<b>4,414</b>	<b>-</b>	<b>-</b>	<b>4,414</b>	<b>2,518</b>



# 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		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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
			Anne-Claire Leydier	03/02/2024