



Trustees' Annual Report for the period

From

Period start date

Day
01

Month
09

Year
2019

To

Period end date

Day
31

Month
08

Year
2020

Section A

Reference and administration details

Charity name

ASSOCIATION DES PARENTS D'ELEVES DU LYCEE
INTERNATIONAL DE LONDRES

Other names charity is known by

APLIL

Registered charity number (if any)

1169641

Charity's principal address

LYCEE INTERNATIONAL DE LONDRES

54 Forty Lane

Wembley

Postcode

HA9 9LY

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 Amelie Mallet	Chair		
2 Marie Adelaïde Gueny	Co-chair		
3 Muriel Guillouzie	Secretary		
4 Cecile Saez	Treasurer		
5 Anne- Cécile Beaupin	Co-treasurer		
6 Valérie Puech	Events coordinator		
7 Ana Henriquez	Co-Events coordinator		
8 Céline Saint Cric	Coordination Primary		
9 Séverine Tezier	Coordination Secondary		
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

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)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution adopted on 13 October 2016

How the charity is constituted
(eg. trust, association, company)

Parents' association formed by the parents of pupils attending the school
(no membership fees – automatic enrolment)

Trustee selection methods
(eg. appointed by, elected by)

Trustees are elected every second year by electronic vote.
Replacing trustees are designed by vote by other trustees.

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

Annual General Meeting is held at the beginning of the school year.

All Members of the Committee are Trustees and have control over the Association and different branch (ex. Fundraising branch, Events branch, Gardening branch...), its property and funds.

The charity is covered by a public liability insurance (PTA.co.uk Zurich).

Bank account operates on a dual signatory's basis.

All trustees give their time voluntarily and receive no remuneration or any other benefit.

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

The object of the association is to advance the education of pupils in the School in particular by:

- (1) developing effective relationships between the school Lycée International de Londres, parents of pupils who attend the School and others associated with the School, and
- (2) engaging in activities, including fundraising working with the School, which shall support the School, its pupils or any charity with objects to support or advance the education of the pupils attending the School and
- (3) assisting the School with its links with the local and wider community.

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)

In planning our activities, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

Each project was thoroughly scrutinised in association with the Head of department in order to benefit the students of our school. If a project benefitted one group/age in particular, then the trustees would strive to accommodate other groups/ages through other projects.

Our main activities, running throughout the school year, are the Friday Bakery, the parent's night, the kid's booms, Unitrade and the Fun Day.

Our school being an International School with a French emphasis, the weekly sale of bakery products on Fridays gives the French a taste of home and the others a taste of France. This contributes to the social aspect of the association's objects.

We also strive to support our School through:

- election and appointment of parent delegates
- coordination - primary and secondary -
- school events
- communication with the board and the administrative department of the school.

We have a real concern to consolidate the community of our School.

Additional details of objectives and activities (Optional information)

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

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

A great contribution is made by member volunteers.

We are grateful for the many hours volunteers have spent thus contributing to the smooth running and success of all of the association's projects and events.

Without this valuable contribution of time, energy and expertise we would not have been able to achieve so much.

Summary of the main achievements of the charity during the year

September 2019 – March 2020 – Friday Bakery

Every Friday at pickup time, parents and staff get a chance to purchase bread, croissants and other French bakery specialties. It is a weekly social event everyone looks forward to in the school. This year, it stopped in March 13th because of the School closure on March 16th 2020.

September 2019 – March 2020 Parent's coffee

Once a month (usually on Fridays), all parents are invited to meet in the School for coffee and pastries. This allows us to exchange and create links within our community and with the School in a friendly environment. This year, we organized informative coffees with specialists asked to talk about a topic. For example, we received a policeman to talk about drugs and their impacts on kids. It stopped in March 13th because of the School closure on March 16th 2020.

September 2019 – March 2020 – Unitrade

All parents have opportunities to purchase, throughout the year, second-hand uniforms, which were previously offered to APLIL. It stopped in March 13th because of the School closure on March 16th 2020.

October 2019: PE Day

APLIL recruited and coached the parents who volunteered for the school's sports day, coordinating the students' routes, the food stands and supervising the orientation and safety of the students during their running course.

December 2019 – Lilluminations

The end of calendar year is a festively busy time at school and APLIL provided for most events and expenditures. Two wishing trees (one for the main Secondary Hall and one for Primary) were installed and then decorated by the children. An end of calendar year event, called "Lilluminations", providing with hot chocolate and crêpes, lighting of school facade and a managing book stand (offered for sale) was organized by trustees and volunteers.

March 2020 – Parent's night

In March, a Flower power-themed party was organised for parents in the school gymnasium which was to be totally decorated for the occasion by volunteering parents.

The parents paid an entrance fee to cover the costs of the evening including catered food, decorations and dinner drinks.

However, this year, the party has been postponed because of the coronavirus pandemic. Been settled to happen on March 13th, with the virus spreading rapidly, the association members decided it was wiser to postpone.

January 2020 – Kids boom

A dancing party was organised after class for children in 4^{ème} and 3^{ème} from Lycée International de Londres and CFBL, in the school gymnasium. A volunteer DJ ensured the total success of the afternoon and refreshments and finger food were served by volunteer parents to the happy dancers. It was great to see this age groups, from 2 different schools and who will attend in the same school in the next couple of years, mingle and engage enthusiastically in a fun and social event.

Annual School Fun Day

Organization of a festive day for students and parents at school with food

stalls, games and shows.

Unfortunately, there was no festive day this year, due to Covid pandemic.

All the activities listed above generated in total, over the 12 months financial year, £ 7,807.

The total direct costs of running those activities were £ 6,570. These are mainly the cost of goods for the bakery and the parent's night.

APLIL has not granted the Lycée International de Londres.

Last year School grant of £ 6,000 has not been spent by the School as intended because of the Covid pandemic.

APLIL granted the FSF (French Scholarship Foundation) 10% of the year benefit (before School grant), that is to say £ 138 for this year.

At the year-end we held £ 9,034 unrestricted reserves (£1,237 from this year and from £7,797 previous years).

For the coming years, we aim to hold at least £4,000 at the end of the financial year and no more than £8,000. We have increased our aim because as the number of pupils have increased significantly in the school since the creation of the charity, we have had a significant increase of our expenses for major events.

The reserves are held in order to meet any unforeseen expenditure that may occur as well as being able to set up activities in the following year before funds can be raised.

Brief statement of the charity's policy on reserves

At the year-end we held £9,034 unrestricted reserves (£ 1,237 from this year and from £7,797 previous years).
For the coming years, we aim to hold at least £4,000 at the end of the financial year and no more than £8,000.
The reserves are held in order to meet any unforeseen expenditure that may occur as well as being able to set up activities in the following year before funds can be raised.

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.

Funds were mainly raised through the Friday bakery sales, the Parent's night entrance fees, the fun day and Unitrade.

The funds that are not used to run the activities are granted to the School for the purchase of equipment and the financing of projects benefitting the students (see above detail).

There was a consultation with the school staff and head teacher on the best use of the funds granted. No grant was allocated to the School this year.

We aim to keep the cost of the activities to parents affordable and for the surplus generated to be spent during the school year within the limit of our reserves policy stated above.

We try to keep running costs down by relying on volunteers wherever and whenever possible.

Section F



Other optional information

Section C Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Amelie Mallet

Cécile SAEZ

Position (eg Secretary,
Chair, etc)

Chair

Treasurer

Date

08/12/2020



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
APLIL

No (if any)
116 96 41

Receipts and payments accounts


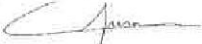
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For the period from	Period start date 1/9/2019	To	Period end date 31/8/2020
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Section A Receipts and payments

	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					
Bakery	4,203	-	-	4,203	6,234
Parents'Night	-	-	-	-	8,398
School fair / Fun day	-	-	-	-	4,885
Unitrade	2,445	-	-	2,445	2,284
Lilumination	380	-	-	380	545
Books	125	-	-	125	503
Galettes	444	-	-	444	-
Donation	210	-	-	210	-
Garden	-	-	-	-	81
Yogapil	-	-	-	-	1,520
AR)	7,807	-	-	7,807	24,450
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,807	-	-	7,807	24,450
A3 Payments					
Bakery	2,851	-	-	2,851	4,640
Parents'Night	2,446	-	-	2,446	5,264
School fair / Fun day	-	-	-	-	3,487
Unitrade	-	-	-	-	-
Lilumination	84	-	-	84	628
PE day	-	-	-	-	34
Garden	-	-	-	-	104
Galette	324	-	-	324	-
Yogapil	-	-	-	-	227
Boum parties	146	-	-	146	-
Grant to Lycée International de Londres	-	-	-	-	6,000
Grant to FSF	138	-	-	138	1,546
Other	581	-	-	581	334
Sub total	6,570	-	-	6,570	22,264
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,570	-	-	6,570	22,264
Net of receipts/(payments)	1,237	-	-	1,237	2,186
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,797	-	-	7,797	5,611
Cash funds this year end	9,034	-	-	9,034	7,797

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			-	-
	net payments 2019,2020	1,237	-	-
	Previous years	7,797	-	-
	Total cash funds	9,034	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Parents payments for Parents'Night postponed, kept for next Parents'night,	3,475	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	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)
	Parents money for Parents'Night postponed, kept for next Parents'night,	3475	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Amelie MALLET	08/12/2020
			Cecile SAEZ	08/12/2020