



# Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	09	2020		31	08	2021

## Section A Reference and administration details

Charity name

UN MATIN FRANCAIS

Other names charity is known by

Registered charity number (if any) 1165895

Charity's principal address

10 Florence avenue, Enfield, Middlesex

Postcode

EN2 8DE

### 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	Charlotte Beddoes	President		
2	Cynthia Mike-Eze	Secretary		
3	Caroline Eveson	Treasurer		
4				
5				
6				
7				
8				
9				
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)

Héloïse Ganesharuban, Head of curriculum

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation
How the charity is constituted (eg. trust, association, company)	Foundation
Trustee selection methods (eg. appointed by, elected by)	Elected by the board of 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.

## Section C Objectives and activities

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

To advance the education of French speaking children in the French language and the cultures of the French speaking world. It is aimed at children with at least one French-speaking relative or guardian, and children who have lived in a French speaking country for a significant amount of time

**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)**

The main activity of Un Matin Français is the provision of French lessons to bilingual children in Enfield and surrounding areas every Saturday morning during term time for 2 hours.

All our teachers and assistants are native French speakers and most of our teachers are qualified from UK or French universities.

Our aim is to maintain small classes with maximum of 9 children per adult in order to offer a good ratio for teaching.

The children have access to a French literature library and may borrow a book or a magazine each week.

The school organises social and cultural events open to the pupils and their families (French plays, concerts, school fetes).

**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.

Part of the AEFÉ (French language schools association), we are able to receive grants from the French government.

While the teaching is performed by paid staff, the school runs smoothly thanks to the goodwill of trustees and parents volunteering.

Some former pupils come to volunteer with us with Duke of Edinburgh scheme for a year.

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

The number of pupils is constant: around 90 pupils with 7 teachers and 5 teachers assistants.

Despite the pandemic and lockdown, we managed to retain the same number of children. By using Zoom, we carried on teaching but remotely. The school is now using a new online platform to facilitate the communication between parents and teachers.

Because of covid-19, the guided reading scheme has not been able to resume this year.

In April after the second lockdown, we moved back into the brand new renovated building.

The GCSE class had 11 pupils and offers bespoke tuition to older students. Their results were outstanding.

The trustees and management team have received training and advice on the running of a school from Parapluie FLAM, NRCSE and the Enfield safeguarding board.

The teachers and management team are encouraged to attend the regular workshops offered by the association of French supplementary schools "Parapluie FLAM" in order to share ideas and best practice.



## Section E

## Financial review

Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

### 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 main sources of funds of Un Matin Francais are the tuition fees paid by the families and the school membership donations.

We also organised fund raising events in the form of school fetes.

We have not increased our tuition fees this year which remain at £120 per pupil per term for the first 5 classes and £200 for GCSE pupils.

During covid, in order to cover the costs of the cleaning and the impossibility of organizing some fundraising, we stopped offering a sibling discount but still offered a discount of 30% to children who qualify for the Pupil Premium Grant or School Free Meal scheme at their own primary school.

Funds go towards the remuneration of staff, the rental costs of the premises, the purchase of school supplies and management fees.

## 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)

Position (eg Secretary, Chair, etc)

Date

11/06/2022

C. Beddoes

CHARLOTTE BEDDOES

PRESIDENT

Cynthia Mike-Eze

CYNTHIA MIKE-EZE

Secretary





Section A

Independent Examiner's Report

Report to the trustees/  
members of

UNITARIAN FRANÇAIS

On accounts for the year  
ended

31/08/2021

Charity no  
(if any)

1165895

Set out on pages

(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 31/08/2019.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

✓ I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

16/5/2022

Name:

A. McNAMARA

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

M. A. A. T.

Address:

12, BLUE RD  
ENFIELD,  
MIDDLESEX EN1 3JL



Un Matin Francais		1165895		CC16a
Receipts and payments accounts				
For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021	

## 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>					
Tuition fees	24,720	-	-	24,720	-
Fundraising	250	-	-	250	-
Grant French gov	3,327	-	-	3,327	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>28,297</b>	<b>-</b>	<b>-</b>	<b>28,297</b>	<b>-</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>28,297</b>	<b>-</b>	<b>-</b>	<b>28,297</b>	<b>-</b>
<b>A3 Payments</b>					
Salaries	17,200	-	-	17,200	-
Rental	1,923	-	-	1,923	-
Stationary (inc photocopies, textbooks, ink cartridges)	87	-	-	87	-
Others	559	-	-	559	-
Admin services	6,360	-	-	6,360	-
Communication	595	-	-	595	-
Insurance	395	-	-	395	-
Zoom	576	-	-	576	-
	-	-	-	-	-
<b>Sub total</b>	<b>27,695</b>	<b>-</b>	<b>-</b>	<b>27,695</b>	<b>-</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>27,695</b>	<b>-</b>	<b>-</b>	<b>27,695</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>602</b>	<b>-</b>	<b>-</b>	<b>602</b>	<b>-</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>9,905</b>	<b>-</b>	<b>-</b>	<b>9,905</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>10,507</b>	<b>-</b>	<b>-</b>	<b>10,507</b>	<b>-</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

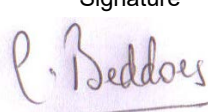
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	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
	C.BEDDOES	11/06/22