

Trustees' Annual Report for the period

From

Period start date

Day
01

Month
09

Year
2021

To

Period end date

Day
31

Month
08

Year
2022

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	Sophie Gainnet	Chair	from 09/12/2021	
2	Amelie Malet	Chair	01/09/2021-09/12/2021	
3	Amelie Malet	Communication	09/12/2021-31/08/2022	
4	Marie Colombier	Communication	01/09/2021-09/12/2021	
5	Salima Arnold	Vice-President and Head of events	From 09/12/2021	
6	Emanuela Velati	Secretary	09/12/2021-30/06/2022	
7	Valérie Puech	Head of services		
8	Cristina Diedrich	Treasurer	Until 09/05/2022	
9	Sybille Pignal	Head of Coordination		
10	Estelle Bouriez	Conferences coordinator		
11	Florence Morel	Treasurer	From 09/12/2021	
12	Amal Mhanna	Services coordinator	From 09/12/2021	
13	Marie Roy	Coordination secondary	From 09/12/2021	
14				
15				
16				

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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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. Trustees are elected by vote by APLIL 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;
- 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 (November / December).

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

The charity is covered by a public liability insurance (Parentkind.org.uk Zurich).

Bank account operates on a dual signatory 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

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 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 work 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.

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 services, running throughout the school year, are the Friday Bakery, sales of second-hand dress code clothes (called Unitrade Sales), second hand book sales, conferences for parents about the students' education and well-being.

We organise 3 major events for the community: a parents' night, a Fun Fair Day for the primary, and a Christmas gathering event (called Lillumination).

We also strive to support our School through:

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

Our aim is to support and 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 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

Because of the Covid pandemic and to Covid restrictions, 2021-2022 was not a full year for activities, but APLIL was eager to offer as many services and events as possible.

September 2021- Parents' coffee

A welcome coffee was offered at school for new parents. This allowed us to exchange and create links within our community and with the school in a friendly environment.

This event does not generate cost nor raise money, as the school very generously welcomes the parents at school and offers coffee and pastries.

September 2022 – June 2022 – 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. As it is an outdoor service, APLIL was able to offer this service all year long.

Bakery sales generated a profit of £526: income of £4,354 / expenses of £3,828.

September 2021 – June 2022 – second-hand uniform Unitrade Sales

Usually, once a month, parents can purchase second-hand dress code from items donated to APLIL. As for the bakery sales, Unitrade was organised outside in the parking lot because of pandemic restrictions.

Many families were very happy to be able to purchase from APLIL, all the more as there were severe delays with the provider due to the pandemic. Unitrade sales generated a profit of £5,419: income of £5,430 / expenses of £11.

December 2021 – Event at Christmas time, Lilluminations

The end of calendar year is a festively busy time at school and APLIL provided for a happy family event and some lovely decoration within the school. Three Wishing trees were installed and decorated by APLIL Board members.

An end of calendar year event, called "Lilluminations", providing hot chocolate and nut free crêpes, a little market, lighting of the school's facade and managing a book stall were organized on the 3rd of December 2021 by trustees and volunteers.

This year was a particular success, the community was happy to be able to gather again at school outside on the parking lot.

The Lillumination event generated a profit of £163: income of £580 / expenses of £417.

2022 – Parents' night

A themed party is organised for parents in the school gymnasium which is decorated for the occasion by volunteering parents. Usually in March, the parents' night took place this year on the 20th of May due to the pandemic. This year's theme was the Platinum Jubilee.

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

During this event, APLIL raised funds through a raffle for a night at the Savoy Hotel. It generated an income of £1,980.

The parents' night event generated a profit for APLIL of £3,638: income of £7,868 / expenses of £4,230.

June 2022 - Annual School Fun Day

The Fun Fair Day or "Kermesse" is a huge festive event for the younger students from primary and their families: stalls, games, goodies, food are offered to the community. The event was organised outside, in the primary school yard, the parking lot and outside the canteen on Saturday, 25th of June 2022. Family and staff from the school gather for a big day of fun and lovely moments.

The Fun Fair Day event generated a profit of £561: income of £4,970 / expenses of £4,409.

Other events and services

APLIL organises other minor events, such as pub nights or a volunteer drink at the end of the school year.

APLIL also invites parents to join for conferences on topics regarding the education, the children's well-being and potential threats they may face (drug awareness, digital coaching, bullying awareness, etc.). All these conferences are free for the parents and the speakers come as volunteers and are not paid.

Grants

APLIL organised a special raffle to donate to FSF, French Scholarship Foundation. FSF is a UK charity and provides financial assistance to parents or guardians of children attending the Lil or the CFBL (bursaries & others).

This raffle did not generate any profit for APLIL as the total income of £1,440 was donated to the FSF.

APLIL agreed to give a grant of £150 for an IB Student project and a grant of £191 towards CM2 hoodies (financed by cake sales).

2021-2022 – Investment programme

As the pandemic made it more difficult to hold events at school, APLIL had to adapt and organise many activities outside the school. The need for some investment became apparent. These were decided according to the Charity Commission's guidance and were voted on at meetings of the board of trustees:

- £590 barnums
- £527 shelves to store APLIL's assets (Lillumination decorations, second-hand books, Fun fair goods)
- £159 Party speaker,
- £47 coffee machine,
- £34 Sum-up machines

The total amount spent is £1,357

During the financial year all the activities listed above generated a total of £25, 897.

The total direct costs of running those activities were £18,569. These are mainly the cost of the events (£10,648), the services (£3,964 in particular the bakery), the investments (£ 1,357), the grants (£1,781) and others (£819 such as administrative expenses, bank fees).

Given this outcome, two end of year donations were decided:

- £1,000 to FSF, French Scholarship Foundation (in addition to the £1,440 already mentioned above).

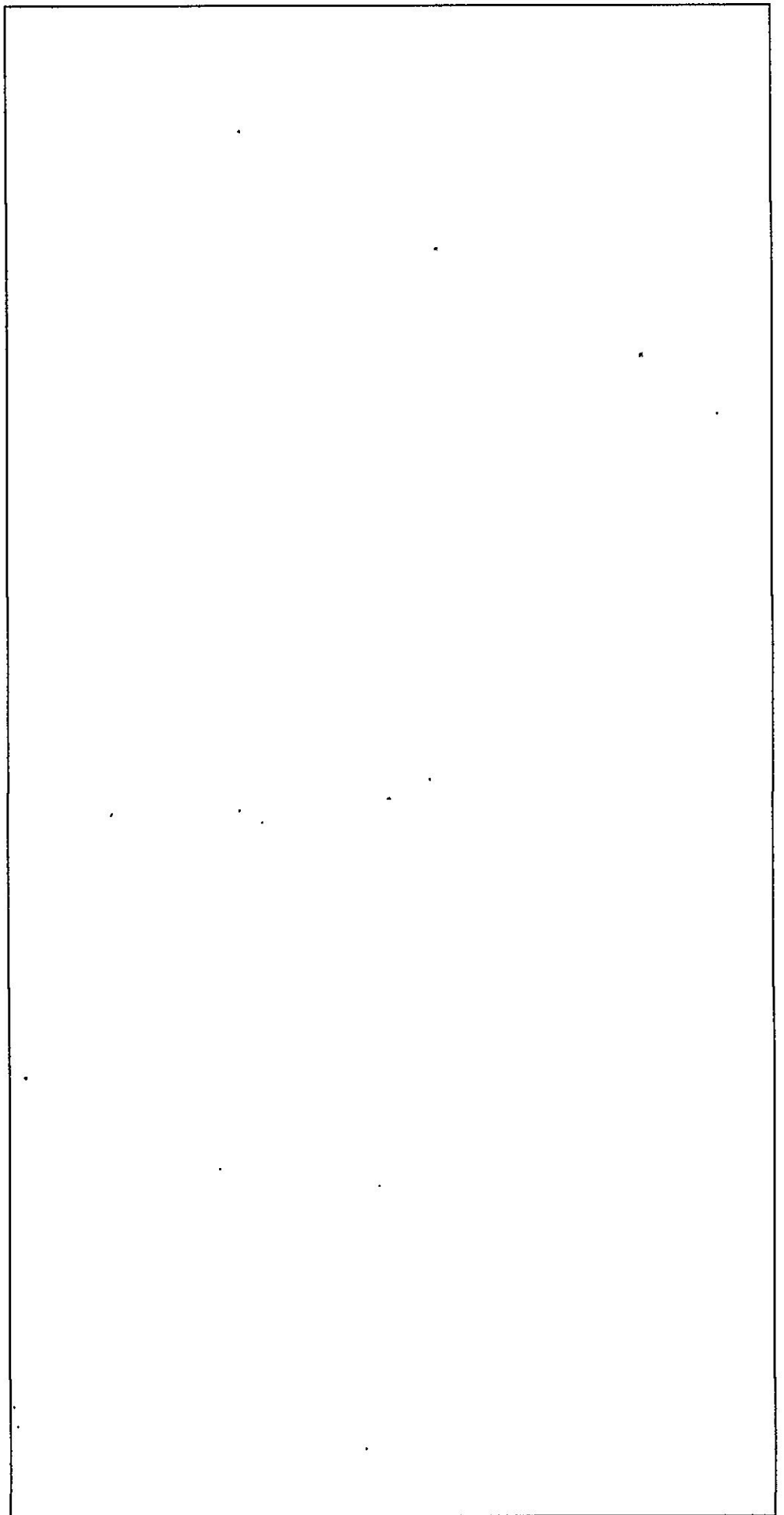
In previous years, APLIL used to grant the FSF (French Scholarship Foundation) 10% of the surplus for the year (before School grant).

- £6,300 to the Lycée International de Londres to finance specific projects for the students.

At the year-end we held £9,062 of cash and unrestricted reserves (£28 from this year and £9,034 from 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 £10,000.

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.



Brief statement of the charity's policy on reserves

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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 Events (Parents night, Fun Fair Day, Lillumination) and through services to the community (Bakery sales, Unitrade Sales).

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

There was a consultation with school staff and Head of School on the best use of the funds granted and APLIL agreed on the above contribution.

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

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are that they have approved the trustees' report above.

of the charity's trustees

Signature(s)



Full name(s)

Sophie Gainnet

Florence Morel

retary, Chair, etc)

Chair

Treasurer

Date

09/12/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
ASSOCIATION DES PARENTS D'ELEVES DU LYCEE
INTERNATIONAL DE LONDRES (APLIL)

No (if any)
116 96 41

CC16a

Receipts and payments accounts

For the period from	Period start date 1/9/2021	To	Period end date 31/8/2022
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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					
School fair / Fun day	4,970	-	-	4,970	388
Parents night	7,868	-	-	7,868	-
Other events (Lillumination, etc.)	1,835	-	-	1,835	-
Bakery sales	4,354	-	-	4,354	1,297
Unitrade Sales	5,430	-	-	5,430	1,835
APLIL raffle for grant to FSF	1,440	-	-	1,440	3,153
Galettes	-	-	-	-	-
Donation	-	-	-	-	1,865
Sub total (Gross income for AR)	25,897	-	-	25,897	8,538
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	25,897	-	-	25,897	8,538
A3 Payments					
School fair / Fun day	4,409	-	-	4,409	501
Parents'Night	4,230	-	-	4,230	-
Other events (Lillumination, etc.)	2,009	-	-	2,009	410
Bakery Sales	3,828	-	-	3,828	1,089
Unitrade Sales	11	-	-	11	-
Other services	125	-	-	125	-
Grants (FSF raffle & other)	1,781	-	-	1,781	240
Other expenditure (administrative)	819	-	-	819	496
Separate material expense item (Barnums, party speaker, etc.)	1,357	-	-	1,357	-
End of year grant to FSF	1,000	-	-	1,000	4,502
End of year grant to Lycée International de Londres	6,300	-	-	6,300	1,300
Sub total	25,869	-	-	25,869	8,538
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,869	-	-	25,869	8,538
Net of receipts/(payments)	28	-	-	28	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,034	-	-	9,034	9,034
Cash funds this year end	9,062	-	-	9,062	9,034

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 2021-2022	28	-	-
Previous years	9,034	-	-
Total cash funds	9,062	-	-

(agree balances with receipts and payments account (s))

OK

Unrestricted funds
to nearest £

OK

Restricted funds
to nearest £

OK

Endowment funds
to nearest £

B2 Other monetary assets

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

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)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



Sophie Gainnet

22/11/2022

Florence Morel

28/11/2022



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees/
members of

Charity Name

APLIL Association des parents d'élèves du Lycée international de Londres

On accounts for the year
ended

31/08/2022

Charity no
(if any)

1169641

Set out on pages

1-3 (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/ 2022**.

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 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.

Signed:

Jenny Hasnip

Date:

12 December 2022

Name:

Ms Jenny Hasnip

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

FCA Institute of Chartered Accountants in England and Wales.

Address:

54 Forty Lane

HA9 9LY Wembley

Only complete if the examiner needs to highlight 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.

N/A.