



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2017		31	08	2018

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	Amélie Mallet	Chair		
2	Muriel Guillouzic	Co-chair		
3	Sylvie Fréchin	Secretary		
4	Florian Peschelt			
5	Stéphanie Barouin	Coordination secondary		
6	Alexandra Musaus	Treasurer		
7	Nathalie Spencer	Co-treasurer		
8	Laurent Barbier	Coordination Event		
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)

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 consisting of 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 others trustees.

Additional governance issues (Optional information)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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)	<p>In planning our activities, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.</p> <p>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.</p> <p>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.</p> <p>Our school being a French School, 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.</p> <p>We also strive to support our School through:</p> <ul style="list-style-type: none"> - election and appointment of parent delegates - coordination - primary and secondary - - school events - communication with the board and the administrative department of the school <p>We have a real concern to consolidate the community of our School.</p>
Additional details of objectives and activities (Optional information)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • policy programme related investment; • contribution made by volunteers. 	<p>A great contribution is made by member volunteers.</p> <p>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.</p> <p>Without this valuable contribution of time, energy and expertise we would not have been able to achieve so much.</p>

	September 2017 – July 2018 – Friday Bakery

Summary of the main achievements of the charity during the year

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.

September 2017 – July 2018 Parent's coffee

One Wednesday a month, 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.

September 2017 – July 2018 – Unitrade

All parents have the opportunity to purchase, throughout the year, second-hand uniforms, which were prior offered to APLIL.

October 2017: PE Day

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

December 2017 – Lilluminations

Xmas time is a festively busy time at school and APLIL provided for most events and expenditures. A Xmas tree was installed and then decorated by the children. A Xmas event "**Lilluminations**" with hot chocolate, crêpes, lighting of school façade and a book stand (offered for sale) was organized by trustees and volunteers.

February 2018 – Parent's night

In February, a Disco-themed party was organised for parents in the school gymnasium which had been 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, dinner drinks. A volunteer DJ then let all parents demonstrate their disco skills on the dance floor. It was great fun as well as an opportunity to meet new parents and get together with the others in a pleasant and friendly atmosphere.

March 2018 – Kids boom

A dancing party was organised after class for children 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 all age groups in the school mingle and engage enthusiastically in a fun and social event.

June 2018 – Annual School Fun Day

Organization of a festive day for students and parents at school with food stalls, games, graduation, shows.

All the activities listed above generated in total, over the 12 months financial year, £25,144. The total direct costs of running those activities were £19,419; this is mainly the cost of goods for the bakery, the parent's night and the fun day.



APLIL granted the Lycée International de Londres £5,446.

The School grant was spent on the following items:
Concrete outdoor tennis table and racks for the students

Brief statement of the charity's policy on reserves	At the year-end we held £5,611 unrestricted reserves (£279 from this year and £5,332 from last year). For the coming years, we aim to hold at least £1,000 at the end of the financial year and no more than £3,000. 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: <ul style="list-style-type: none"> 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. The full grant was allocated to the School by July 2018. 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

--

The trustees declare that they have approved the trustees' report above.		
Signed on behalf of the charity's trustees		
Signature(s)		
Full name(s)	Muriel Guillouzic	Amelie Mallet
Position (eg Secretary, Chair, etc)	Co-Chair	Chair
Date	02/05/2019	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name APLIL	No (if any) 1169641
------------------------------	------------------------

Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2017	To	Period end date 31/08/2018
------------------------	---------------------------------	----	-------------------------------

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	7 917	-	-	7 917	-
Parent's night	7 492	-	-	7 492	n/a
School fair/Fun day	6 929	-	-	6 929	-
Unitrade	1 992	-	-	1 992	-
Lilumination	515	-	-	515	-
PE day	156	-	-	156	-
Garden	143	-	-	143	-
Sub total (Gross income for AR)	25 144	-	-	25 144	n/a
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	25 144	-	-	25 144	N/A
A3 Payments					
Bakery	5 933	-	-	5 933	-
Parent's night	5 155	-	-	5 155	-
Grant to Lycée International de Londres	5 446	-	-	5 446	-
School fair/Fun day	5 772	-	-	5 772	-
Lilluminations	572	-	-	572	-
Disco Kids Party	547	-	-	547	-
Running Costs	702	-	-	702	-
Garden / Conference	551	-	-	551	-
General Meeting pub	150	-	-	150	-
Unitrade	37	-	-	37	-
	-	-	-	-	-
Sub total	24 865	-	-	24 865	-
A4 Asset and investment purchases, (see table)					
IKEA shelves, boxes	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	24 865	-	-	24 865	-
Net of receipts/(payments)	279	-	-	279	N/A
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5 332	-	-	5 332	-
Cash funds this year end	5 611	-	-	5 611	N/A

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	Bank Current account	5 586	-	-
	Petty cash	25	-	-
	Grant to be paid to the school			
	Outstanding APLIL invoice		-	-
	Total cash funds	5 611	-	-
	(agree balances with receipts and payments account(s))			

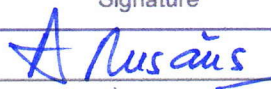
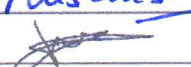
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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
	Alexandra Musaus	2 May 2019
	Nathalie SPENCER	2 May 2019

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

**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**

31/08/2018

**Charity no
(if any)**

1169641

Set out on pages

1-3

**Respective
responsibilities of trustees
and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

**Basis of Independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's
statement**

In connection with my examination, no material matters have come to my attention 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 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.

Signed:

Date:

02 May 2019

Name:

Mrs Mireille Rabaté

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

Principal of Lycée international de Londres Winston Churchill

Address:

54 Forty Lane

HA9 9LY Wembley

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.