Report of the Trustees and Financial Statements for the Year Ended 31 August 2018 for Woodside Primary School

> Caerwyn Jones Chartered Accountants and Statutory Auditor Emstrey House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG

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# Reference and Administrative Details for the Year Ended 31 August 2018

MEMBERS	G Channon Mrs K S L Kempster V J Hunt
TRUSTEES	G Channon (Chair of Trustees) M J Derham (resigned 26.11.17) Mrs R E Holmes (resigned 31.08.18) V J Hunt Mrs G M T Jones Mrs K S L Kempster A P Lightwood R J McDevitt (Accounting Officer) (resigned 30.4.18) Mrs H J Noble (resigned 2.2.18) Mrs S A Powell S Welti (resigned 15.06.18) A Roberts (appointed 25.6.18) Mrs S L Pare (appointed 25.6.18) Mrs S L Bowen (appointed 25.6.18) D A Roberts (appointed 25.6.18) Miss C M Bennett (Accounting officer) (appointed 01.05.18) Mrs L S Jones (appointed 4.9.18) Mr Adam Pugh (resigned 01.02.18)
REGISTERED OFFICE	Gittin Street Oswestry Shropshire SY11 1DT
REGISTERED COMPANY NUMBER	08239113 (England and Wales)
AUDITORS	Caerwyn Jones Chartered Accountants and Statutory Auditor Emstrey House Shrewsbury Business Park Shrewsbury Shropshire

SY2 6LG

# Reference and Administrative Details for the Year Ended 31 August 2018

#### BANKERS

Barclays Bank Plc 44-46 Castle Street Shrewsbury Shropshire SY1 2BU

# Report of the Trustees for the year ended 31 August 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Academies Accounts Direction issued by the Education and Skills Funding Agency.

The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the period from 1 September 2017 to 31 August 2018. The annual report serves the purposes of both a trustees' report, and a directors' report including a strategic report under company law.

The Trust operates a primary academy school for pupils ages 3 to 11. Up until the 31 December 2017, the Trust also operated a full service fee paying nursery on the school site which caters for children from birth to 3 years old. The school has a pupil capacity of 630 and had a roll of 586 in the school census in October 2016.

#### **OBJECTIVES AND ACTIVITIES**

# **Objectives and aims**

The principal object and activity of the Academy Trust is to advance for the public benefit education in the United Kingdom, in particular by establishing, maintaining, carrying on, managing and developing a school, offering a broad and balanced curriculum.

# Significant activities

- To create an inclusive culture of achievement, high standards and high expectations

- To create a stimulating school environment where children feel valued and safe. Bullying is not tolerated.

- To promote the spiritual, moral, social and cultural development of all of our children

- To enable all children to use language and mathematics effectively

- To ensure that all children have equal access to effective teaching and learning in all areas of a rich, broad and balanced curriculum

- To develop sensitivity, friendliness, courtesy and tolerance towards others

- To help children develop lively, enquiring minds, the ability to question and discuss rationally and to acquire knowledge, skills and understanding relevant to a fast changing world.

- To be a school dedicated to self-evaluation, on-going review and continuous improvement

- To work in partnership with our parents/carers and our immediate and wider community for the greater benefit of all children's education.

- To empower every child to fulfil his/her potential.

#### Public benefit

The Trustees confirm that they have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the Charity Commissioner's general guidance on public benefit in exercising their powers or duties. They have referred to this guidance when reviewing the Academy's aims and objectives and in planning its future activities.

# Report of the Trustees for the year ended 31 August 2018

# ACHIEVEMENT AND PERFORMANCE

# Key financial performance indicators

Woodside Primary School is a school catering for children aged 3 to 11. Up until 31 December 2017, the school also has an attached fee paying nursery which worked integrally to the school and is increasingly linked to the work in the school's foundation stage (children age 4 and 5). By law, the nursery has to be self-funding, and this financial differential is strictly observed. The chair of trustees is however also chair of the nursery committee which is answerable to the full governing body of the school.

Woodside School was last inspected in March 2015 and judged to be good with outstanding features. Start at Woodside was inspected in February 2013 and judged to be outstanding.

The main financial performance indicator is the level of reserves held at the Balance Sheet date. In particular, in the period under review restricted and unrestricted reserves (excluding the amounts held in fixed assets and the pension deficit) were £1,425,604 an increase of £718,275 compared to the prior year. Whilst reserves have increased significantly, there was a significant amount of capital work on-going at the year end which is being funded from these reserves.

Numbers on roll are currently the highest ever.

- Outcomes at the end of the EYFS were below the national average across the board

- Outcomes at the end of KS1 were at the national average in Reading and Writing and on the average in Maths

- Outcomes at the end of KS2 were below the national average in Reading and Maths and at the national average in GPS

#### **FINANCIAL REVIEW**

#### Investment policy and objectives

Trustees are committed to ensuring that all funds under their control are managed in such a way as to maximise return whilst minimising risk. All funds surplus to immediate requirements are invested to optimal effect. On a daily basis this is achieved by automatic transfer of surplus funds to overnight deposit.

#### Report of the Trustees for the year ended 31 August 2018

### FINANCIAL REVIEW

#### Reserves policy

The Trustees review the reserve levels of the Academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The Trustees take into consideration the future plans of the Academy, the uncertainty over future income streams and other key risks identified during the risk review.

The Trustees have determined that the appropriate level of free cash reserves should be approximately equivalent to 6 week's salary costs. The reason for this is to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. The Academy's current level of reserves (total funds less the amount held in fixed assets and pension funds) is £1,425,604. The level of reserves at the year-end currently inflated by the timing of spend on capital projects and will reduce to a level more in line with the reserves policy during the next financial year. The reserves are showing £1,425,604 but this is before the cost of the new roof and boiler. These are now being completed in the first quarter of the new financial year at a total cost of £614,686 for which we have had funding totalling £580,039 so far which is held in reserves.

The defined benefit pension scheme reserve has a negative balance. The effect of the deficit position of the pension scheme is that the Trust is paying higher employers' pension contributions over a period of years. The higher employers' pension contributions will be met from the Trust's budgeted annual income. Whilst the deficit will not be immediately eliminated, there should be no actual cash flow deficit on the fund, nor any direct impact on the free reserves of the academy Trust.

#### Going concern

After making appropriate enquiries, the board of trustees has a reasonable expectation that the academy trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies note of the financial statements.

### Report of the Trustees for the year ended 31 August 2018

#### **FINANCIAL REVIEW**

**Overall financial review** 

Most of the Trust's income is obtained from the DfE via the EFSA in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the DfE during the year ended 31 August 2018 and the associated expenditure are shown as Restricted Funds in the Statement of Financial Activities.

The Trust also receives grants for fixed assets from the DfE which are shown in the Statement of Financial Activities as restricted income in the Fixed Asset Fund. The Restricted Fixed Asset Fund balance is reduced by annual depreciation charges over the useful life of the assets concerned, as defined in the Academy's accounting policies.

The Trust also receives income in the Fee paying nursery from parents as well as funding from the Local Authority in relation to Early years funding for free nursery hours. The operation of the fee paying nursery ceased on 31 December 2017, the school continues to operate an early years phase with children joining the school at age 3.

At 31 August 2018 the net book value of fixed assets was £3,513,086 (2017 - £3,330,615) and movements in tangible fixed assets are shown in note 12 to the financial statements. The assets were used exclusively for providing education and the associated support services to the pupils of the School and Nursery.

The land, buildings and other assets were transferred to the Trustees upon conversion. Land and buildings were professionally valued on conversion at £3,216,000.

The Academy has taken on the deficit in the Local Government Pension Scheme in respect of its non teaching staff transferred on conversion. The deficit is incorporated within the Statement of Financial Activity with details in note 18 to the financial statements.

# FUTURE PLANS

The Trust will continue to strive to provide outstanding education and improve the levels of performance of its pupils at all levels. The School will continue to aim to attract high quality teachers and support staff in order to deliver its objectives.

The School will continue to work with partner schools to improve the educational opportunities for students in the wider community.

Full details of our plans for the future are given in our Development Plan, which is available on our website or from the Clerk to the Trustees.

#### Report of the Trustees for the year ended 31 August 2018

# STRUCTURE, GOVERNANCE AND MANAGEMENT

# Charity constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust. The articles of association and scheme of delegation were updated and agreed by the Department of Education in March 2018 in line with the purposes of company law.

The trustees of Woodside Primary School are also the directors of the charitable company for the purposes of company law. The charitable company is known as Woodside Primary School.

Details of the trustees who served throughout the year, except as noted, are included in the Reference and Administrative Details on page 1.

#### Members' liability

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a member.

#### Trustees' Indemnities

Trustees benefit from indemnity insurance purchased at the Academy Trust's expense to cover the liability of the Trustees which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default or breach of trust or breach of duty of which they may be guilty in relation to the Academy Trust, provided that any such insurance shall not extend to any claim arising from any act or omission which the Trustees knew to be a breach of trust or breach of duty or which was committed by the Trustees in reckless disregard to whether it was a breach of trust or breach of duty or not and provided also that any such insurance shall not extend to the costs of any unsuccessful defence to a criminal prosecution brought against the Trustees in their capacity as Directors of the Academy Trust. This insurance provides unlimited indemnity.

#### **Recruitment and appointment of new trustees**

The Academy Trust shall have the following Trustees as set out in its Articles of Association and funding agreement:

3 signatory members.

4 Community trustees appointed by the Full Governing Body

2 Ex-official Trustees comprising the Head teacher and Business Manager

2 Parent Trustees elected by the parent body. Any parent who has a child registered at Woodside Primary School is eligible to vote

1 Teacher Trustee appointed by the Head teacher subject to consultation with the teaching staff, the post is normally held for one year but may be extended at the discretion of the Head teacher.

# Report of the Trustees for the year ended 31 August 2018

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Organisational structure

The Board of Trustees normally meets once each term. The Board establishes an overall framework for the governance of the Academy and determines membership, terms of reference and procedures of Committees and other groups. It receives reports including policies from its Committees for ratification. It monitors the activities of the Committees through the minutes of their meetings. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

There are 6 committees as follows: Resources committee Audit/Safeguarding committee Public Relations committee Curriculum and Early Years committee Remuneration committee Heads Performance committee

The following decisions are reserved to the Board of Trustees; to consider any proposals for changes to the status or constitution of the Academy and its committee structure, to appoint or remove the Chairman and/or Vice Chairman, to appoint the Head teacher and Clerk to the Trustees, to approve the Annual Development Plan and budget.

The Trustees and Board of Trustees have devolved responsibility for day to day management of the Academy Trust to the Head teacher and Senior Leadership Team who implement the policies laid down by the Trustees and report back to them on performance.

The Head teacher is the Accounting Officer.

#### Induction and training of new trustees

The training and induction provided for new Trustees will depend upon their existing experience but would always include a tour of the School and a chance to meet staff and pupils. All Trustees are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Trustees. As there are normally only two or three new Trustees a year, induction tends to be done informally and is tailored specifically to the individual. Advantage is taken of specific courses offered by the Local Authority and other bodies.

#### Key management remuneration

Teachers and support staff are paid in line with the Academies pay policy which reflects as a minimum the National Teachers Pay award which is reviewed annually. Management roles are evaluated by Shropshire Council.

#### **Related parties**

There are no related parties which either control or significantly influence the decisions and operations of Woodside Primary School.

The School has a 'Friends of Woodside School' (FOWS) which acts as a parent/teacher association and raises money for the School on a regular basis.

# FUNDS HELD AS CUSTODIAN FOR OTHERS

The Academy and its Trustees do not act as the Custodian Trustees of any other Charity.

# Report of the Trustees for the year ended 31 August 2018

#### PRINCIPAL RISKS AND UNCERTAINTIES

The Board of Trustees has reviewed the major risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks.

The principal risks and uncertainties facing the Academy are as follows:

Financial - the Academy has considerable reliance on continued Government funding through the EFSA. In the last year a significant proportion of the Trust's incoming resources was ultimately Government funded and whilst this level is expected to continue, there is no assurance that Government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms.

Reputational - the continuing success of the Trust is dependent on continuing to attract applicants in sufficient numbers by maintaining the highest educational standards. To mitigate this risk Trustees ensure that student success and achievement are closely monitored and reviewed.

Safeguarding and child protection - the Trustees continue to ensure that the highest standards are maintained in the areas of selection and monitoring of staff, the operation of child protection policies and procedures, health & safety and discipline.

Staffing - the success of the Trust is reliant on the quality of its staff and so the Trustees monitor and review policies and procedures to ensure continued development and training of staff as well as ensuring there is clear succession planning.

Fraud and mismanagement of funds - During the last financial year the Trust's auditors, Caerwyn Jones had carried out an additional programme of works to review financial systems and records as required by the Academy Financial Handbook. Caerwyn Jones as our Auditors also audited our Risk Register, no fundamental issues were found.

The Trustees have assessed the major risks to which the Academy is exposed, in particular those relating to its finances, teaching, facilities and other operational areas. The Trustees have implemented a number of systems to assess and minimise those risks, including internal controls described elsewhere. Where significant financial risk still remains they have ensured they have adequate insurance cover.

The Trustees examine the financial health formally every term, reviewing performance against budgets and overall expenditure by means of regular update reports at all full Trustees' and Finance Committee meetings. The Trustees also regularly review cash flow forecasts and ensure sufficient funds are held to cover all known and anticipated commitments.

At the year end, the Academy had no significant liabilities arising from trade creditors or debtors where there would be a significant effect on liquidity.

The Board of Trustees recognises that the defined benefit scheme deficit (Local Government Pension Scheme), which is set out in Note 18 to the financial statements, represents a significant potential liability. However as the Trustees consider that the Academy is able to meet its known annual contribution commitments for the foreseeable future, this risk from this liability is minimised.

Report of the Trustees for the year ended 31 August 2018

Approved by order of the board of trustees on 19.12.18 and signed on its behalf by:

G Channon - Chair of Trustees

# Governance Statement for the Year Ended 31 August 2018

### Scope of Responsibility

As trustees, we acknowledge we have overall responsibility for ensuring that Woodside Primary School has an effective and appropriate system of control, financial and otherwise. However such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement of loss.

The board of the trustees has delegated the day-to-day responsibility to the Head teacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Woodside Primary School and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

#### Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The board of trustees has formally met 3 times during the year.

Attendance during the year at meetings of the board of trustees was as follows:

	Meetings attended	Out of possible
G Channon (Chair of Trustees)	3	3
V Hunt	3	3
A Lightwood	3	3
K Kempster	3	3
M Derham (resigned 26.11.2017)	1	1
S Welti (resigned 7.2.2018)	2	2
R McDevitt (Accounting officer) (resigned 30.4.2018)	1	1
G Jones	3	3
H Noble (resigned 2.2.2018)	1	1
A Pugh (resigned 01.02.2018)	1	1
R Holmes	1	3
S Powell	3	3
L Bowen (appointed 20.03.2018)	2	2
A Roberts (appointed 20.03.2018)	2	2
D A Roberts (appointed 20.03.2018)	-	1
S Pare (appointed 25.6.2018)	1	1
C Bennett (Accounting Officer appointed 01.05.18)	2	2

The resources committee is a sub-committee of the main board of trustees. Its purpose is to monitor, evaluate and review policy and performance in relation to financial management, compliance with reporting and regulatory requirements, receiving reports from the responsible officer and drafting the annual budget.

Attendance at meetings in the year was as follows:

Meetings	Out of
attended	possible

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# Governance Statement for the Year Ended 31 August 2018

A Lightwood	4	5
G Channon (Chair of Trustees)	5	5
M Derham (resigned 26.11.2017)	1	1
S Welti (resigned 7.2.2018)	2	5
R McDevitt (Accounting officer) (resigned 30.4.2018)	2	2
G Jones	4	5
S Powell	5	5
A Roberts (appointed 20.03.2018)	1	2
D A Roberts (appointed 20.03.2018)	2	2
C Bennett (Accounting officer) (appointed 01.05.2018)	3	3

The audit committee is a sub-committee of the main board of trustees. Its purpose is to audit and evaluate policy and performance in relation to all risk areas identified in the schools risk register.

Attendance at meetings in the year was as follows:

	Meetings attended	Out of possible
V Hunt	4	4
K Kempster	4	4
G Channon (Chair of Trustees)	3	4
H Noble (resigned 2.2.2018)	1	1
R McDevitt (Accounting officer) (resigned 30.4.2018)	1	1
S Powell	4	4
A Roberts (appointed 20.03.2018)	3	3
L Bowen (appointed 20.03.2018)	2	3
C Bennett (Accounting officer) (appointed 01.05.2018)	3	3
M Derham (resigned 26.11.2017)	1	1
G Jones	2	3

# **Review of Value for Money**

A Salix project to install lower energy lighting throughout the school has been undertaken.

On 31 December 2017 our Early Years pre-school provision for 0-3 years which we ran as a private business was closed due to it no longer being financially viable. This part of the building will be integrated into our nursery provision.

Plans are in place to develop additional learning space to ensure that all classes throughout the school have no more than 30 pupils.

Governors targeted £22,000 additional funding for curriculum development and raising standards in English and Maths in both KS1 and KS2. Attainment at the end of both key stages this year is very good and a significant improvement on the previous year. A key priority was developing writing in 2017/2018 and we will be investing a similar amount in this area.

### Governance Statement for the Year Ended 31 August 2018

#### The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of charitable company policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Woodside Primary School for the period 1 September 2017 to 31 August 2018 and up to the date of approval of the annual report and financial statements.

#### **Capacity to Handle Risk**

The board of trustees has reviewed the key risks to which the charitable company is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the charitable company's significant risks that has been in place for the period 1 September 2017 to 31 August 2018 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of trustees.

#### The Risk and Control Framework

The Academy Trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability. In particular it includes:

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the board of trustees ;

- regular reviews by the finance and general purposes committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;

- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;

- identification and management of risks.

The Board of Trustees has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However the Trustees appointed Caerwyn Jones to carry out an additional programme of work to focus on key risk areas. Last year the focus was on internal controls testing. The Chair of the Finance Committee had also reviewed the financial control systems and the School carries out an annual self-assessment against the requirements of the Academies Financial Handbook.

#### **Review of Effectiveness**

As Accounting Officer, the head teacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- the work of the external auditor;

- the work of the executive managers within the Academy Trust who have responsibility for the development and maintenance of the internal control framework.

The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the Finance and Premises committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

# Governance Statement for the Year Ended 31 August 2018

Approved by order of the members of the board of trustees on  $\frac{19.12.18}{1000}$  and signed on its behalf by:

\_\_\_\_\_ .....

G Channon - Chair of Trustees

C M Bennett - Accounting Officer

# Statement on Regularity, Propriety and Compliance for the year ended 31 August 2018

As accounting officer of Woodside Primary School I have considered my responsibility to notify the charitable company board of trustees and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the charitable company, under the funding agreement in place between the charitable company and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2017.

I confirm that I and the charitable company board of trustees are able to identify any material irregular or improper use of all funds by the charitable company, or material non-compliance with the terms and conditions of funding under the charitable company's funding agreement and the Academies Financial Handbook 2017.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the board of trustees and ESFA.

PIN Dot

C M Bennett - Accounting Officer

Date: 19.12.13

# Statement of Trustees Responsibilities for the year ended 31 August 2018

The trustees (who act as governors of Woodside Primary School and are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with the Academies Accounts Direction issued by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from the ESFA/DfE have been applied for the purposes intended.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

19.12.18

..... and signed on it's behalf by:

Approved by order of the board of trustees on ... ·····

G Channon - Chair of Trustees

# Report of the Independent Auditors to the Members of Woodside Primary School

# Opinion

We have audited the financial statements of Woodside Primary School (the 'charitable company') for the year ended 31 August 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Accounts Direction 2017 to 2018 issued by the Education and Skills Funding Agency (ESFA).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and Academies Accounts Direction 2017 to 2018.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

# Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

#### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

#### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

D C Blofield (Senior Statutory Auditor) for and on behalf of Caerwyn Jones Chartered Accountants and Statutory Auditor Emstrey House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG

Date: 19. 12. 18

### Independent Reporting Auditor's Assurance Report on Regularity to Woodside Primary School and the Education and Skills Funding Agency

In accordance with the terms of our engagement and further to the requirements of the Education and Skills Funding Agency (ESFA), as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Woodside Primary School during the period 1 September 2017 to 31 August 2018 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Woodside Primary School and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Woodside Primary School and the ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Woodside Primary School and the ESFA, for our work, for this report, or for the conclusion we have formed.

#### Respective responsibilities of Woodside Primary School's accounting officer and the reporting auditor

The accounting officer is responsible, under the requirements of Woodside Primary School's funding agreement with the Secretary of State for Education and the Academies Financial Handbook, extant from 1 September 2017, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2017 to 2018. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2017 to 31 August 2018 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

#### Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2017 to 2018 issued by the ESFA. We performed a limited assurance engagement as defined in our engagement letter.

The objective of a limited assurance engagement is to perform such procedures as to obtain information and explanations in order to provide us with sufficient appropriate evidence to express a negative conclusion on regularity.

A limited assurance engagement is more limited in scope than a reasonable assurance engagement and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we do not express a positive opinion.

Our engagement includes examination, on a test basis, of evidence relevant to the regularity and propriety of the charitable company's income and expenditure.

### Independent Reporting Auditor's Assurance Report on Regularity to Woodside Primary School and the Education and Skills Funding Agency

#### Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2017 to 31 August 2018 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

D C Blofield (Senior Statutory Auditor) for and on behalf of Caerwyn Jones Chartered Accountants and Statutory Auditor Emstrey House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG

Date: 19-12-18

# Statement of Financial Activities for the year ended 31 August 2018

		Unrestricted	Restricted	2018 Total funds	2017 Total funds
	Not es	funds £	funds £	£	£
INCOME AND ENDOWMENTS FROM Donations and capital grants Charitable activities	3	1,312	441,897	443,209	56,993
Funding for the academy's educational operations	4	221,417	2,992,633	3,214,050	3,132,022
Investment income	5	1,595		1,595	2,472
Total		224,324	3,434,530	3,658,854	3,191,487
EXPENDITURE ON Charitable activities					
Academy's educational operations		68,415	3,016,453	3,084,868	3,108,621
NET INCOME		155,909	418,077	573,986	82,866
Other recognised gains/(losses) Actuarial gains/losses on defined benefit					
schemes			(284,000)	(284,000)	165,000
Net movement in funds		155,909	134,077	289,986	247,866
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		383,454	1,852,911	2,236,365	1,988,499
TOTAL FUNDS CARRIED FORWARD		539,363	1,986,988	2,526,351	2,236,365

# Balance Sheet At 31 August 2018

FIXED ASSETS Tangible assets CURRENT ASSETS Debtors Cash at bank and in hand	Not es 12 13	Unrestricted funds £ 532,318 - 7,044 7,044	Restricted funds £ 2,980,768 117,465 1,172,155 1,289,620	2018 Total funds £ 3,513,086 117,465 1,179,199 1,296,664	2017 Total funds £ 3,330,615 74,023 826,531 900,554
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	_,,	_,,	
<b>CREDITORS</b> Amounts falling due within one year	14	-	(232,399)	(232,399)	(227,804)
NET CURRENT ASSETS		7,044	1,057,221	1,064,265	672,750
TOTAL ASSETS LESS CURRENT LIABILITIES		539,362	4,037,989	4,577,351	4,003,365
PENSION LIABILITY	18	-	(2,051,000)	) (2,051,000)	(1,767,000)
NET ASSETS		539,362	1,986,989	2,526,351	2,236,365
FUNDS	17				
Unrestricted funds: General fund Restricted funds:				539,362	383,454
General Annual Grant				167,812	244,503
Pension reserve Fixed assets - transfer on conversion				(2,051,000)	
Fixed Assets - Dfe/EFA capital grants				2,936,504 10,463	3,007,143 10,463
Fixed assets - capital expenditure from GA	G			59,551	110,583
Pupil Premium				163	· –
Other grants				276,368	79,372
Fixed assets - CIF grant				587,128	167,847
				1,986,989	1,852,911
TOTAL FUNDS				2,526,351	2,236,365

# Balance Sheet - continued At 31 August 2018

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 19.12.18 and were signed on its behalf by:

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G Channon - Chair of Trustees

# Cash Flow Statement for the year ended 31 August 2018

		2018	2017
	Notes	£	£
Cash flows from operating activities:			
Cash generated from operations	1	677,832	222,155
Net cash provided by (used in) operating			
activities		677,832	222,155
Cook flows from investing optimition			
Cash flows from investing activities:		(326,759)	(91,976)
Purchase of tangible fixed assets Sale of tangible fixed assets		(320,733)	2,848
Interest received		1,595	2,848
Interest received			2,472
Net cash provided by (used in) investing			
activities		(325,164)	(86,656)
			<u> </u>
Change in cash and cash equivalents in the	he		
reporting period		352,668	135,499
Cash and cash equivalents at the beginni	ng of		
the reporting period		826,531	691,032
Cash and cash equivalents at the end of t	the		
reporting period		1,179,199	826,531

# Notes to the Cash Flow Statement for the year ended 31 August 2018

# 1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2018	2017
	£	£
Net income for the reporting period (as per the statement of		
financial activities)	573,986	82,866
Adjustments for:		
Depreciation	144,288	143,287
Interest received	(1,595)	(2,472)
(Increase)/decrease in debtors	(43,442)	64,475
Increase/(decrease) in creditors	4,595	(66,001)
Net cash provided by (used in) operating activities	677,832	222,155

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Academies Accounts Direction 2017 to 2018 issued by the ESFA, the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Woodside Primary School meets the definition of a public benefit entity under FRS 102.

#### Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the academy trust to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of authorisation for issue of the financial statements and have concluded that the academy trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy trust's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Grants

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the Statement of Financial Activities in the year for which it is receivable and any abatement in respect of the period is deducted from income and recognised as a liability.

Capital grants are recognised in full when there is an unconditional entitlement to the grant. Unspent amounts of capital grants are reflected in the balance sheet in the restricted fixed asset fund. Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended.

#### Sponsorship income

Sponsorship income provided to the charity which amounts to a donation is recognised in the Statement of Financial Activities in the period in which it is receivable (where there are no performance-related conditions), where it is probable that the income will be received and the amount can be measured reliably.

#### 1. ACCOUNTING POLICIES - continued

#### Donations

Donations are recognised on a receivable basis (where there are no performance related conditions), where it is probable that the income will be received and the amount can be measured reliably.

#### Other income

Other income including the hire of facilities, is recognised in the period it is receivable and to the extent the charity has provided the goods or services.

#### Donated goods, facilities and services

Goods donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. If it is practical to assess the fair value at receipt, it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impractical to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### **Charitable activities**

Costs of charitable activities are incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

All resources expended are inclusive of irrecoverable VAT.

#### 1. ACCOUNTING POLICIES - continued

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- 2% on cost
Fixtures and fittings	- 10% on cost
Computer equipment	- 33% on cost

Assets costing £1,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance Sheet at cost and depreciated over their expected useful economic life. Where there are specific restrictions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and carried forward in the Balance Sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of Financial Activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Assets in the course of construction are included at cost. Depreciation on these assets is not charged until they are brought into use.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the academy trust at the discretion of the trustees.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from Education Funding Agency/Department for Education.

#### 1. ACCOUNTING POLICIES - continued

#### Pension benefits

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 18, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded scheme and the assets are held separately from those of the academy trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability is also recognised in the Statement of Financial Activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised gains and losses.

#### 2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Critical accounting estimates and assumptions

The academy trust makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

# Notes to the Financial Statements - continued for the year ended 31 August 2018

# 2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 18, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2018. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

# 3. DONATIONS AND CAPITAL GRANTS

	2018 £	2017 £
Donations Capital Investment Fund grants	1,312 441,897	1,043 55,950
	443,209	56,993

# 4. FUNDING FOR THE ACADEMY'S EDUCATIONAL OPERATIONS

			2018	2017
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
General Annual Grant (GAG)	-	2,229,265	2,229,265	2,256,489
Other DfE/EFA grants	-	763,368	763,368	512,499
Parental contributions and other				
incoming resources	221,417	-	221,417	363,034
	221,417	2,992,633	3,214,050	3,132,022

An analysis of grants received is given below:

	Unrestricted	Restricted	2018 Total	2017 Total
	funds	funds	funds	funds
	Tunus	Tunus	Tunus	Tunus
	£	£	£	£
DfE/ESFA revenue grant				
General Annual Grant(GAG)	-	2,229,265	2,229,265	2,256,489

Funding for academy trust's educational operations was £3,214,050 (2017 - £3,132,002) of which £221,417 (2017 - £363,034) was attributable to unrestricted funds, £2,992,633 (2017 - £2,768,988) was attributable to restricted general funds and £Nil (2016 - £Nil) was attributable to restricted fixed asset funds.

# Notes to the Financial Statements - continued for the year ended 31 August 2018

# 5. INVESTMENT INCOME

	2018	2017
	£	£
Deposit account interest	1,595	2,472

Investment income was £1,595 (2017 - £2,472) of which £1,595 (2017 - £2,472) was attributable to unrestricted funds.

### 6. EXPENDITURE

			14.	2018	2017
		Non-pay	/ expenditure		
	Staff costs	Premises	Other costs	Total	Total
	£	£	£	£	£
Charitable activities					
Academies educational operations					
Direct costs	1,967,610	-	21,840	1,989,450	2,105,259
Allocated support costs	469,289	415,268	210,861	1,095,418	1,074,110
	2,436,899	415,268	232,701	3,084,868	3,179,369

Net income/(expenditure) is stated after charging/(crediting):

	2018	2017
	£	£
Auditors remuneration	7,260	6,500
Other non-audit services	1,300	2,050
Depreciation - owned assets	144,288	143,287

#### 7. CHARITABLE ACTIVITIES - ACADEMY'S EDUCATIONAL OPERATIONS

			2018	2017
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Direct costs	734	1,988,716	1,989,450	2,105,259
Support costs	67,681	1,027,737	1,095,418	1,074,110
	68,415	3,016,453	3,084,868	3,179,369

# 7. CHARITABLE ACTIVITIES - ACADEMY'S EDUCATIONAL OPERATIONS - continued

	2018 Total £	2017 Total £
Analysis of support costs	-	_
Support staff costs	469,289	337,543
Depreciation	64,107	62,629
Technology costs	21,725	25,753
Premises costs	396,845	447,878
Other support costs	116,469	121,009
Governance costs	26,983	79,298
Total support costs	1,095,418	1,074,110

### Notes to the Financial Statements - continued for the year ended 31 August 2018

### 8. TRUSTEES' REMUNERATION AND BENEFITS

The principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment, and not in respect of their role as trustees. The value of trustees' remuneration and other benefits was as follows:

Mr R McDevitt (Head teacher) resigned 30.4.2018 -Remuneration £50,000- £55,000 (2017 £80,000 - £85,000) Employers pension contributions £5,000 - £10,000 (2017 £10,000- £15,000)

Miss C Bennett (Head teacher) appointed 25.6.2018 Remuneration £20,000 - £25,000 (2017 Nil) Employers pension contributions £Nil - £5,000 (2017 £Nil)

Mrs S Powell (Staff) -Remuneration £36,000 - £40,000 (2017 £30,000 - £35,000) Employers pension contributions £5,000 - £10,000 (2017 £Nil - £5,000)

Mrs R Holmes (Staff) -Remuneration £40,000 - £45,000 (2017 £35,000 - £40,000) Employer pension contributions £5,000 - £10,000 (2017 £5,000 - £10,000).

Mr A Pugh (Staff) resigned 01.02.2018 -Remuneration £15,000 - £20,000 (2017 Nil) Employers pension contributions £Nil - £5,000 (2017 Nil)

Other related party transactions involving the trustees are set out in note 19.

#### **Trustees' expenses**

Trustee's expenses totalling £780 were paid in the year ended 31st August 2018.

### Notes to the Financial Statements - continued for the year ended 31 August 2018

#### 9. STAFF COSTS

	2018	2017
	£	£
Wages and salaries	1,813,358	1,824,490
Social security costs	172,585	181,266
Operating costs of defined benefit pension schemes	270,093	286,527
	2,256,036	2,292,283
Supply teacher costs	89,548	77,191
Staff training	25,315	18,550
Staff restructuring	66,000	432
	2,436,899	2,388,456

The average number of persons (including senior management team) employed by the charitable company during the year was as follows:

	2018	2017
Teachers	25	25
Administration and support	34	40
Management	4	4
	63	69

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2018	2017
£80,001 - £90,000	-	1

## 10. TRUSTEES' AND OFFICERS' INSURANCE

The charitable company has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme.

#### 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and capital grants	1,043	55,950	56,993
Charitable activities			
Funding for the academy's educational operations	363,034	2,768,988	3,132,022

## Notes to the Financial Statements - continued for the year ended 31 August 2018

# 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Investment income	2,472		2,472
Total	366,549	2,824,938	3,191,487
EXPENDITURE ON Charitable activities			
Academy's educational operations	214,689	2,893,932	3,108,621
NET INCOME	151,860	(68,994)	82,866
Other recognised gains/(losses)			
Actuarial gains/losses on defined benefit schemes		165,000	165,000
Net movement in funds	151,860	96,006	247,866
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	231,594	1,756,905	1,988,499
TOTAL FUNDS CARRIED FORWARD	383,454	1,852,911	2,236,365

## Notes to the Financial Statements - continued for the year ended 31 August 2018

## 12. TANGIBLE FIXED ASSETS

	Long	Fixtures and	Computer	
	leasehold	fittings	equipment	Totals
	£	£	£	£
COST				
At 1 September 2017	3,425,258	189,264	162,979	3,777,501
Additions	295,826		30,933	326,759
At 31 August 2018	3,721,084	189,264	193,912	4,104,260
DEPRECIATION				
At 1 September 2017	283,191	61,563	102,132	446,886
Charge for year	80,181	18,926	45,181	144,288
At 31 August 2018	363,372	80,489	147,313	591,174
NET BOOK VALUE				
At 31 August 2018	3,357,712	108,775	46,599	3,513,086
At 31 August 2017	3,142,067	127,701	60,847	3,330,615

The academy trust's transactions relating to land and building included :

- Refurbishment of existing leasehold property

## 13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Trade debtors	3,618	7,460
VAT	48,178	25,587
Prepayments and accrued income	65,669	40,976
	117,465	74,023

## Notes to the Financial Statements - continued for the year ended 31 August 2018

### 14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		2018 £	2017 £
Trade creditors		£ 62,637	± 41,827
Social security and other taxes		44,175	48,728
Other creditors		5,754	10,254
Accruals and deferred income	1	19,833	126,995
		15,055	120,555
	2	232,399	227,804
	=		227,004
Deferred income			
	2018		2017
	2010		2017
	£		£
	_		-
Deferred income brought forward	50,799		97,118
Released from previous years	(50,799)		(97,118)
Resources deferred in the year	47,882		50,799
,	·		
Deferred income at year end	47,882		50,799
		-	

At the balance sheet date the academy trust was holding funds of £47,882 (2017 - £48,690) relating to Universal Infant Free Meals Funding for 2018/2019.

#### 15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

£Within one year-	2017
Within one year	£
Within one year	251

## 16. MEMBERS' LIABILITY

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

,

## Notes to the Financial Statements - continued for the year ended 31 August 2018

## 17. MOVEMENT IN FUNDS

	Net		
	movement in		
	At 1.9.17	funds	At 31.8.18
	£	£	£
Unrestricted funds			
General fund	383,454	155,908	539,362
Restricted funds			
General Annual Grant	244,503	(76,691)	167,812
Pension reserve	(1,767,000)	(284,000)	(2,051,000)
Fixed assets - transfer on conversion	3,007,143	(70,639)	2,936,504
Fixed Assets - Dfe/EFA capital grants	10,463	-	10,463
Fixed assets - capital expenditure from GAG	110,583	(51,032)	59,551
Pupil Premium	-	163	163
Other grants	79,372	196,996	276,368
Fixed assets - CIF grant	167,847	419,281	587,128
	1,852,911	134,078	1,986,989
TOTAL FUNDS	2,236,365	289,986	2,526,351

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	224,324	(68,416)	-	155,908
Restricted funds				
General Annual Grant	2,229,265	(2,305,956)	-	(76,691)
Pupil Premium	162,594	(162,431)	. –	163
UISFM Grant	83,237	(83,237)	-	-
Other grants	517,536	(320,540)	-	196,996
Fixed assets - CIF grant	441,898	(22,617)	-	419,281
Fixed assets - transfer on conversion	-	(70,639)	-	(70,639)
Fixed assets - capital expenditure from				
GAG	-	(51,032)	-	(51,032)
Pension reserve			(284,000)	(284,000)
	3,434,530	(3,016,452)	(284,000)	134,078
TOTAL FUNDS	3,658,854	(3,084,868)	(284,000)	289,986

## Notes to the Financial Statements - continued for the year ended 31 August 2018

## 17. MOVEMENT IN FUNDS - continued

## **Comparatives for movement in funds**

	Net		
	movement in		
	At 1.9.16	funds	At 31.8.17
	£	£	£
Unrestricted Funds			
General fund	231,594	151,860	383,454
Restricted Funds			
General Annual Grant	226,160	18,343	244,503
Pension reserve	(1,932,000)	165,000	(1,767,000)
Fixed assets - transfer on conversion	3,077,782	(70,639)	3,007,143
Fixed Assets - Dfe/EFA capital grants	10,463	-	10,463
Fixed assets - capital expenditure from GAG	165,793	(55,210)	110,583
Other grants	79,372	-	79,372
Fixed assets - CIF grant	129,335	38,512	167,847
	1,756,905	96,006	1,852,911
TOTAL FUNDS	<u>1,988,499</u>	247,866	2,236,365

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	366,549	(214,689)	-	151,860
Restricted funds				
General Annual Grant	2,256,489	(2,238,146)	-	18,343
Other grants	249,476	(249,476)	-	-
Fixed assets - capital expenditure from				
GAG	-	(55,210)	-	(55,210)
Pupil Premium	179,556	(179,556)	-	-
UISFM Grant	83,467	(83,467)	-	-
Fixed assets - CIF grant	55,950	(17,438)	-	38,512
Fixed assets - transfer on conversion	-	(70,639)	-	(70,639)
Pension reserve			165,000	165,000
	2,824,938	(2,893,932)	165,000	96,006
TOTAL FUNDS	3,191,487	(3,108,621)	165,000	247,866

## Notes to the Financial Statements - continued for the year ended 31 August 2018

## 17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	m	Net ovement in	
	At 1.9.16	funds	At 31.8.18
	£	£	£
Unrestricted funds			
General fund	231,594	307,768	539,362
Restricted funds			
General Annual Grant	226,160	(58,348)	167,812
Pension reserve	(1,932,000)	(119,000)	(2,051,000)
Fixed assets - transfer on conversion	3,077,782	(141,278)	2,936,504
Fixed Assets - Dfe/EFA capital grants	10,463	-	10,463
Fixed assets - capital expenditure from GAG	165,793	(106,242)	59,551
Pupil Premium	-	163	163
Other grants	79,372	196,996	276,368
Fixed assets - CIF grant	129,335	457,793	587,128
	1,756,905	230,084	1,986,989
TOTAL FUNDS	1,988,499	537,852	2,526,351

## Notes to the Financial Statements - continued for the year ended 31 August 2018

## 17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	590,873	(283 <i>,</i> 105)	-	307,768
Restricted funds				
General Annual Grant	4,485,754	(4,544,102)	-	(58,348)
Other grants	249,476	(249,476)	-	-
Pupil Premium	342,150	(341,987)	-	163
UISFM Grant	166,704	(166,704)	-	-
Other grants	517,536	(320,540)	-	196,996
Fixed assets - CIF grant	497,848	(40,055)	-	457,793
Fixed assets - transfer on conversion	-	(141,278)	-	(141,278)
Fixed assets - capital expenditure from				
GAG	-	(106,242)	-	(106,242)
Pension reserve	-	-	(119,000)	(119,000)
	6,259,468	(5,910,384)	(119,000)	230,084
		<u></u> /	/	
TOTAL FUNDS	6,850,341	(6,193,489)	(119,000)	537,852
		(0)200).00)		

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#### Notes to the Financial Statements - continued for the year ended 31 August 2018

#### 17. MOVEMENT IN FUNDS - continued

The specific purposes for which the funds are to be applied are as follows:

Restricted General Funds:

In relation to the GAG funds, under the funding agreement with the Secretary of State, the academy trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2018.

General Annual Grant (GAG) - income in restricted funds relates to General Grant which is provided to the School by the Education Funding Agency in order to fund the day-to-day operations of the School.

Other DfE/EFA grants & Other Government grants:

Universal Infant Free School Meals (UIFSM) - income relates to funding for free school meals from the Educational Funding Agency for all pupils in reception, year 1 and year 2.

Pupil Premium (PP) - Income relates to funding provided by the Educational Funding Agency for the school to provide additional support to pupils from low income families.

Special Education Needs (SEN) - funding in restricted grants relates to funding provided by Shropshire Council for the school to provide additional support to pupils with high needs.

P E & Sport Grant - Income relates to funding provided by the Educational Funding Agency to improve physical education (PE) and sport.

Early Years Funding - Income relates to funding provided by the local authority for provision of early years education.

Other Restricted Funds:

Start Centre Sustainability Fund of £15,000 (2017 - £15,000) to cover the costs of redundancies and closure should the Start Centre cease to exist.

Restricted Fixed Asset Funds:

Inherited Fixed Assets Fund - this represents the buildings and equipment donated to the school from the Local Authority on conversion to an academy.

Capital Expenditure from GAG or Other Funds - this represents capital assets purchased from GAG or other restricted funds.

Condition Improvement Fund (CIF) - this represents a grant to keep the premises safe and in good working order.

DfE/EFA Capital Grants:

Devolved Formula Capital Funding - are restricted grants relating to funding provided by the Educational Funding Agency for the school to use for the purchase or maintenance of fixed assets.

### Notes to the Financial Statements - continued for the year ended 31 August 2018

#### 17. MOVEMENT IN FUNDS - continued

Transfers between Funds:

The transfers between the restricted funds and restricted fixed asset funds represent the transfer of capital expenditure from the General Annual Grant (GAG) and unrestricted funds during the year.

#### 18. PENSION COMMITMENTS

#### Local government pension scheme

The academy trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff, and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Shropshire Council. Both are multi-employer defined-benefit schemes.

The latest actuarial valuation of the TPS was 31 March 2012 and of the LGPS 31 March 2013.

Contributions amounting to £17,495 (2017: £18,962) were payable to the schemes at 31 August 2018 and are included within creditors.

Teachers' Pension Scheme

Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis - these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

Not less than every four years the Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors.

The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge);

#### Notes to the Financial Statements - continued for the year ended 31 August 2018

## 18. PENSION COMMITMENTS

## - continued

- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million;

- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations; and

- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%.

The TPS valuation for 2012 determined an employer rate of 16.48% from September 2015, which will be payable during the implementation period until the next valuation as at March 2017, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The pension costs paid to TPS in the period amounted to £224,681 (2017 - £226,839).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

Under the definitions set out in FRS 102, the TPS is a multi-employer pension scheme. The trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The trust has set out above the information available on the scheme.

#### Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The agreed contribution rates for future years are 14.7 % for employers, employees are in bands which are salary dependent.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy trust closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

#### **Principal Actuarial Assumptions**

	2018	2017
Rate of increase in salaries	3.6%	3.7%
Rate of increase for pensions in payment/inflation	2.2%	2.2%
Discount rate for scheme liabilities	2.8%	2.5%
Inflation assumption (CPI)	2.1%	2.2%

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	2018	2017
Retiring today:		
Males	23.1	23
Females	26.3	26.2

## Notes to the Financial Statements - continued for the year ended 31 August 2018

## 18. PENSION COMMITMENTS

- continued

Retiring in 20 years:		
Males	25.3	25.2
Females	28.6	28.5

The academy trust's share of the assets in the scheme was:

	2018	2017
	£	£
Equity instruments	668,000	445,000
Debt instruments	575,000	386,000
Property	65,000	42,000
Total market value of assets	1,308,000	873,000

The actual return on scheme assets was £53,000 (2017 - £90,000)

Amounts recognised in the statement of financial activities:

	2018	2017
	£	£
Current service costs (net of employee contributions)	259,000	274,000
Net interest costs	44,000	41,000
Administration expenses	5,000	5,000
Total operating charge	308,000	320,000
Changes in the present value of defined benefit obligatio	ns were as follows:	
	2018	2017
	£	£
At 1 September 2017	(2,640,000)	(2,512,000)
Current service cost	(259,000)	(274,000)
Interest cost	(68,000)	(55,000)
Employee contributions	(44,000)	(45,000)
Actuarial gain/(loss)	247,000	173,000
Benefits paid	(23,000)	73,000
Business combinations	(572,000)	
At 31 August 2018	(3,359,000)	(2,640,000)

#### Notes to the Financial Statements - continued for the year ended 31 August 2018

#### 18. **PENSION COMMITMENTS**

# - continued

Change in the fair value of academy trusts share of scheme assets:

	2018	2017
	£	£
At 1 September 2017	873,000	580,000
Interest income	24,000	14,000
Remeasurements (assets)	30,000	162,000
Administration expenses	(5,000)	(5,000)
Business combinations	167,000	-
Employer contributions	152,000	150,000
Employee contributions	44,000	45,000
Benefits/transfers paid	23,000	(73,000)
At 31 August 2018	1,308,000	873,000

#### 19. **CAPITAL COMMITMENTS**

The cost of the new roof and boiler, which are now being completed in the first quarter of the current financial year at a total cost of £614,676 for which we have had funding totalling £580,039 so far which is held in reserves.

#### 20. **RELATED PARTY DISCLOSURES**

Owing to the nature of the academy trust's operations and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the trust has an interest.

All transactions involving such organisations are conducted at arm's length and in accordance with the trust's financial regulations, the Academies Financial Handbook and normal procurement procedures.

There were no related party transactions requiring disclosure in the accounts.

## Detailed Statement of Financial Activities for the year ended 31 August 2018

	2018 £	2017 £
INCOME AND ENDOWMENTS		
Donations and capital grants		
Donations	1,312	1,043
Capital Investment Funding grants	441,897	55,950
	443,209	56,993
Investment income		
Deposit account interest	1,595	2,472
Charitable activities		
General Annual Grant (GAG)	2,229,265	2,256,489
Other DfE/EFA grants	763,368	512,499
Parental contributions and other incoming resources	221,417	363,034
		<u></u>
	3,214,050	3,132,022
Total incoming resources	3,658,854	3,191,487
EXPENDITURE		
Charitable activities		
Wages	1,602,098	1,621,934
Social security	160,127	170,058
Pensions	205,385	258,921
Educational supplies	21,840	54,346
	1,989,450	2,105,259
Support costs		
Management		
Wages	211,260	202,556
Social security	12,458	11,208
Pensions	64,708	27,606
Insurance	12,609	12,210
	301,035	253,580

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## Detailed Statement of Financial Activities for the year ended 31 August 2018

	2018	2017
	£	£
Information technology		
Technology costs	21,725	25,753
Human resources		
Supply teacher costs	89,548	77,191
Staff development and other staff costs	25,315	18,550
Staff restructuring costs	66,000	432
Other costs	116,469	121,009
	297,332	217,182
Other Maintenance of promises and equipment	67.060	02 024
Maintenance of premises and equipment Rent and rates	67,960 17,783	93,034 8,162
Energy costs	35,016	35,233
Long leasehold	80,181	80,658
Fixtures and fittings	17,920	18,926
Computer equipment	46,187	43,703
Other costs	183,296	147,833
	448,343	427,549
Governance costs		
Other costs	18,423	70,748
Auditors' remuneration	7,260	6,500
Auditors' remuneration for non audit work	1,300	2,050
	26,983	79,298
Total resources expended	3,084,868	3,108,621
Net income	573,986	82,866
Net licome		02,000

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