

Company Number: 1838655
Charity Number: 516113

The St Peter and St Paul School Trust
Annual Report and Financial Statements
Year Ended 31 August 2018

The St Peter and St Paul School Trust

Annual report and financial statements for the year ended 31 August 2018

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The St Peter and St Paul School Trust

Reference and administrative details of the charity, its trustees and advisors for the year ended 31 August 2018.

Trustees	Mrs D Graham (Chair) (resigned 30 January 2019) Mr P Webber (Vice-chair) (resigned 30 January 2019) Mrs K Denton (appointed 11 September 2018- chair from 30 January 2019) Mr A Bonell Mr P Pollard (Vice Chair from 30 January 2019) Mr D Welch (resigned 4 May 2019) Mr M Riley Mr C Ball (appointed 11 September 2018) Mr N Green (resigned 20 September 2018) Mr S Ellis (appointed 11 September 2018) Mr C Burton (appointed 11 September 2018) Mrs H Heydari (appointed 12 October 2017, resigned 29 February 2019) Mrs F Green (appointed 12 February 2018) Revd P Coleman (appointed 11 September 2018)
Company registered number	1838655
Charity registered number	516113
Registered Office	Brambling House Hady Hill Chesterfield S41 OEF
Independent examiner	Jane Marshall FCA DChA BHP LLP 2 Rutland Park Sheffield S10 2PD
Bankers	Lloyds Bank Rose Hill Chesterfield S40 1LR

The St Peter and St Paul School Trust

Report of the trustees for the year ended 31 August 2018

The Board of Trustees submits its report, together with the financial statements for the year ended 31 August 2018. The accounts comply with the Charity's governing document, the Charities Act 2011, the Charities SORP (FRS102) and the Company's Memorandum & Articles of Association.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

Structure, Governance and Management

Governing Document

The School dates back to 1948. It was incorporated as a charitable company under the Companies Act in 1984. The School is governed by its Memorandum and Articles of Association. The liability of its members is limited to £1 each by guarantee. The investment powers of the company are set out in its Memorandum and Articles of Association and allow the company to borrow and invest at the Board's discretion.

Governing Body

The School is governed by the Board of Trustees, together with the Head and Senior Management, who are responsible for setting its strategic direction and for establishing policy. The minimum number of Trustees is 5. No Trustee receives any remuneration from the School. Trustees who have children attending the School are charged full fees.

Appointment of Trustees

The Articles of Association of the Trust provide for the annual retirement of one third of the Board and the appointment by election of their successors.

The Board contains a mix of parents from the school and members of the wider community. A wide variety of professionals and an educationalist from outside this school serve on the Board.

The Board of Trustees operates the following sub-committees: Business & Finance Sub-Committee (Chair: Neil Green), Standards Sub-Committee (Chair: Mike Riley), Safe guarding Sub-Committee (Chair: Faye Green) and Estates and Health & Safety Sub-Committee (Chair: Peter Pollard).

Trustee Induction

Trustees receive a letter of introduction together with copies of the Memorandum and Articles of Association and earlier Board Minutes. Trustees are encouraged to attend any relevant and necessary training e.g. safeguarding, e-safety and finance, which may be provided in house or by competent external bodies.

Organisational structure and decision making

The Board of Trustees meets at least once each term (minimum of 3 times a year) and each full meeting is preceded by a meeting for each of the sub-committees. The Finance Office provides cashflow against budget reports and Termly Management Accounts for the Business & Finance sub-committee and for full Board meetings.

The Business & Finance Sub-Committee is responsible for planning the financial sustainability of the school. The Standards Sub-Committee is responsible for ensuring the curriculum offering and the standard of education and monitoring meet the required standards and are

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Report of the trustees for the year ended 31 August 2018

continually developing. The Estates Sub-Committee is there to ensure the Trust's main asset, its buildings, are properly utilised and maintained. Minutes of all sub-committee meetings are submitted to all trustees. Aims and objectives are recorded in the Board Action Plan which is periodically reviewed.

Pay policy for senior staff

Reference is made to applicable pay scales within the state sector on appointment. Consideration is also given to experience and skills, and prevailing market rates. After appointment the remuneration is reviewed annually, taking into account performance. The judgement of performance is under-pinned by setting of objectives and review of achievement during the year.

Risk Management

The Trustees and staff team of the Trust have worked together to identify the major risks to which the charity is exposed, reviewed the current systems and policies that mitigate the risks and implemented a number of changes to further reduce the risks. The Trustees are committed to monitoring a risk register and to taking action constantly to improve the management of the trust for all its stakeholders. The trustees are satisfied that the major risks identified have been adequately mitigated where necessary. The risks identified include academic attainment, personnel matters, financial constraints and operational factors.

Reserves Policy

As at the 31 August 2018 the charity did not have any free reserves. The trustees and senior leadership team are looking at ways to resolve this position by making surpluses in the future. The forecast for 2019/20 shows a positive position and the Board look forward to returning to surpluses in 2021/22 onwards.

Aims, Objectives and Principal Activities

The objects of the School are specified in the Memorandum of Association. The principal activity of the Charity continued to be the provision of educational facilities at St Peter & St Paul School, Chesterfield. This is, however, set in the context of the broader goals we set for the School and its pupils. In setting our objectives and planning our activities Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

The Aims of the St Peter and St Paul School Trust are to provide the best:

- Standard of Education
- Standard of Care
- Opportunities
- Preparation for life for pupils
- Investment for parents

Review of Activities and Achievements

Academic

The school continues to perform competitively versus local state primary schools and independent competitors who use SATs as an assessment marker and once again featured in the influential Sunday Times Parent Power list of the 100 top preparatory schools in the United Kingdom. Those families of Year 6 leavers choosing Independent senior school received their first choice places as did those families choosing to enter State senior schools. We were delighted to receive several visits from old pupils across the open mornings this year.

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Report of the trustees for the year ended 31 August 2018

The curriculum includes development of the whole person and the school seeks to develop non-academic skills such as teamworking, public speaking, social skills to develop a rounded and self-confident individual.

The curriculum continues to be reviewed on an ongoing basis to ensure that it is relevant and appropriate to our pupils.

Other activities

Music and Drama

Our Infant and Junior choirs again performed at Buxton Music & Drama festival, with the Infant choir winning their choral category and the Junior choir achieving a close second. The Junior Choir and the selected Chamber Choir were invited to perform a 45 minute lunchtime recital at the “Crooked Spire” and many of our talented singers have been invited to join the Church choir as choristers. There is a programme in place for the next academic year to introduce the ABRSM Musical Theatre examination in school and the school continues to strengthen its peripatetic teacher offering to broaden the scope and quality of individual instrument teaching. The school has introduced a very popular and successful Drama after school club.

Sport

Sport continues to be a significant part of school life. All pupils have the opportunity to take part in rugby, football, netball, hockey, rounders, cricket and swimming on a competitive basis against other schools. We also have a climbing wall on the premises. The school is looking to expand the sporting offering both in competition and with bringing into school professional sports coaches to work alongside our teaching staff.

Life skills

Within our unique Life Skills programme, this has been expanded to include a broader range of life skills which are also class based to sit alongside the outdoor pursuits Life Skills of climbing, swimming, canoeing, archery, bushcraft etc - these have included the skills of debating, photography, First Aid, entrepreneurship - the proceeds of which projects the children raised and donated to our charity of the Year, Bluebell Wood Hospice.

Facilities

Significant investment has been made into the IT infrastructure of the school - introducing WIFI, a suite of new laptops for the staff including Windows 10.0, laptops and charging unit for technology lessons for the children - and 65 inch interactive HD screens in all classrooms to support and enhance our teaching of the enhanced curriculum. The use of mobile solution for our children's technology has freed up a classroom which has allowed the school to refurbish this into a contemporary space / Board style meeting room for staff and parental meetings.

Bursary Awards

Trustees view our Bursary awards as important in helping to ensure children from families who would otherwise not be able to afford the fees can access the education we offer. Our Bursary awards are available to all who meet our general entry requirements and are made on the basis of parental means or to relieve hardship where a pupil's education and future prospects would otherwise be at risk, for example in the case of redundancy. Bursary awards range from 5% to 50% remission of fees. Bursaries are awarded on an annual basis and are subject to an annual review.

To underline the value, we place on continuity for families we offer discounts where parents have more than one child at school.

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Report of the trustees for the year ended 31 August 2018

The value of all bursaries in the year were £63,002 (2017: £64,674) and as a result we were able to support 18 (2017: 16) pupils through our bursary scheme.

Expenditure

Rigorous cost controls are in place to support keeping the finances of the school in line with what is needed to ensure sustainability. Expenditure for 2019-20 and beyond remain tightly controlled and are at a level that will ensure continuity based on a minimum baseline of pupil numbers. Recent months have seen a significant increase in pupil numbers and very healthy intake numbers into reception class.

Public Benefit

The trustees are fully aware of their responsibilities under the Charities Act 2011 to demonstrate the public benefit provided. This is an area under constant review and will continue to be improved wherever this is possible without detracting from the objectives of the School.

St Peter & St Paul School is a charitable trust which seeks to benefit the public through the pursuit of its stated aims. The School benefits society by educating children from all backgrounds and intellectual abilities. The School is broadly non-selective by academic ability. Our fees are set at a level to ensure the financial viability of the School and at a level that is consistent with our aim of providing a first class education to boys and girls. As an equal opportunity organisation, we are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. We will make reasonable adjustment to meet the needs of staff or pupils who are or become disabled.

Access to the education we offer is not restricted to those who can afford our fees. We believe our pupils benefit from learning within a diverse community. A great deal of learning occurs through social interaction, conversation and shared experiences which help our pupils develop an understanding of the world around us. The trustees have always given consideration to applications from parents who are unable to pay full fees, and this is formalised under the School's Bursary Scheme to ensure that education at St Peter and St Paul is made available to some pupils who would otherwise be unable to afford it.

The trustees believe in the importance of the Schools' relationship and involvement with the local community. Pupils at our school are encouraged to become engaged with the community by supporting charities both local and national.

During the year the school pupils took part in fundraising for Sports Relief, Children in Need, and Bluebell Wood Children's Hospice. This involved baking and selling cakes and taking part as a team in an organised running event.

In addition, school facilities are used by local community groups and holiday clubs were run throughout the year, which were open to all local children.

Volunteers

Parents have been instrumental in raising funds for the school from events such as the Christmas Fayre and Quiz nights. The Board would like to take this opportunity to thank the PTA and all parents for their continuing and valued support.

The St Peter and St Paul School Trust

Report of the trustees for the year ended 31 August 2018

Financial Review

The school's financial year is set to coincide with the academic year, running from 1 September to 31 August each year. The accounts for the year ended 31 August 2018 are included below.

The school is self-financing; the only income being from fees paid by parents, fund-raising and hire charges for use of school building by other organisations. Our aim is not to produce a profit, but when any surplus is made, it will be used to fund the immediate and future operations of the school and any developments.

As an educational charity we receive tax exemption on our educational activities provided these are applied to our charitable aims. However, we are unable to reclaim VAT on our costs and as we are exempt for VAT purposes. In addition, we pay national insurance contributions as an employer.

This year the school educated 87 children. This saved the public purse £522,000 assuming an estimated cost of £6,000 per pupil for state education and frees this amount for spending elsewhere in the public sector.

During the year, the school made a net deficit of £98,177 (2017: net income of £3,675) and carried unrestricted funds forward of £460,050 (2017: £558,227).

Going Concern

The charity has made a deficit of £98,177 during the year and at 31 August 2018 had net current liabilities of £326,276. The Trustees have taken steps to ensure costs are tightly controlled while increasing the revenue streams for the charity. The school continues to offer a breakfast club from 7.30, letting land and buildings in the evenings, weekends and over the school holidays. The Holiday Club for Children of the school during the school holidays continues to run successfully. The school is also working with local businesses who rent the premises. All these ventures will enhance revenue streams.

The charity has prepared detailed financial forecasts to August 2020 based on signed up pupil numbers and known costs. The latest management accounts show the financial results are in line with the charity's forecasted improved results. The cashflow forecast shows the school can work within the available overdraft limit. The overdraft limit is in place until September 2019 and the trustees have no reason to believe this will not be renewed and extended if required.

After making appropriate enquiries, the trustees have a reasonable expectation that the school has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue 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.

The St Peter and St Paul School Trust

Report of the trustees for the year ended 31 August 2018

Plans for Future Periods

The Trustees intend to continue their current strategy of investing in high quality education for our pupils to build on current success. They intend to maintain the school's position in a competitive market by achieving a high standard of academic results whilst maintaining the depth of the education provided. Future plans include the 20/20 vision which aims to continue the improvement of the infrastructure of the school including classroom facilities for future pupils whilst improving standards for current pupils who benefit from investments made in the past. This includes both teaching spaces and sports facilities, together with IT improvements and play areas.

Trustees' responsibilities in relation to the financial statements

The trustees (who are also directors of The St Peter and St Paul School Trust for the purposes of company law) are responsible for preparing the report of the trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit and loss of the 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 (FRS102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate records, which disclose with reasonable accuracy at any time the financial position of the 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees report was approved by the Trustees on 23 May 2019.

By order of the Board

K Denton
Trustee

The St Peter and St Paul School Trust

Independent Examiner's Report to the Trustees of The St Peter and St Paul School

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2018 which are set out on pages 9 to 22

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and 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.

Jane Marshall FCA DChA

BHP LLP
2 Rutland Park
Sheffield
S10 2PD
23 May 2019

The St Peter and St Paul School Trust

Statement of financial activities for the year ended 31 August 2018 (incorporating an income and expenditure account)

	Note	Total funds 2018 £	Total funds 2017 £
Income from:			
Donations and legacies	2	1,124	13,324
Charitable activities	3	775,757	928,640
Other trading activities	4	79,964	46,386
Total income		856,845	988,350
Expenditure:			
Charitable activities	6	955,022	984,675
Total expenditure		955,022	984,675
Net (deficit)/ income before other recognised gains and losses and net movement in funds		(98,177)	3,675
Reconciliation of funds:			
Total funds brought forward		558,227	554,552
Total funds carried forward		460,050	558,227

The notes on pages 12 to 22 form part of these financial statements.

The St Peter and St Paul School Trust

Balance sheet at 31 August 2018
Company number 1838655

	Note	2018	2017
		£	£
Fixed assets			
Tangible assets	9	1,153,277	1,169,314
Current assets			
Stock	10	18,841	19,585
Debtors	11	55,026	48,332
Cash at bank and in hand		107	858
		<u>73,974</u>	<u>68,775</u>
Creditors: amounts falling due within one year	12	<u>400,250</u>	<u>286,218</u>
Net current liabilities		(326,276)	(217,443)
Total assets less current liabilities		<u>827,001</u>	<u>951,871</u>
Creditors: amounts falling due After more than one year	13	366,951	393,644
Net Assets		<u>460,050</u>	<u>558,227</u>
Funds		=====	=====
Unrestricted funds		460,050	558,227
		=====	=====

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved and authorised for issue by the Board on 23 May 2019 and signed on their behalf by:

K Denton
Trustee

The notes on pages 12 to 22 form part of these financial statements.

The St Peter and St Paul School Trust

Statement of cash flows for the year ended 31 August 2018

		2018 £	2017 £
Cash flow from operating activities			
Net cash used in operating activities	See below	<u>(8,412)</u>	<u>(115,978)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(2,170)
Proceeds on sale of tangible fixed assets		-	-
Net cash used in investing activities		<u>-</u>	<u>(2,170)</u>
Cash flows from financing activities			
Hire purchase repayments		(2,800)	(2,799)
Loan repayments		(22,959)	(22,147)
Net cash used in financing activities		<u>(25,759)</u>	<u>(24,946)</u>
 Change in cash and cash equivalents in the year		(34,171)	(143,094)
Cash and cash equivalents brought forward		(16,295)	126,799
Cash and cash equivalents carried forward	See below	<u>(50,466)</u>	<u>(16,295)</u>
 Reconciliation of net movement in funds to net cash flow from operating activities			
Net deficit/income for the year (as per statement of financial activities)		(98,177)	3,675
Depreciation charge		16,037	18,262
Decrease/(Increase) in stocks		744	(19,585)
Increase in debtors		(6,694)	(17,410)
Increase/(Decrease) in creditors		79,678	(100,920)
Net cash used in operating activities		<u>(8,412)</u>	<u>(115,978)</u>
 Analysis of cash and cash equivalents			
Bank and Cash in hand		107	858
Overdraft repayable on demand		(50,573)	(17,153)
Net cash and cash equivalents		<u>(50,466)</u>	<u>(16,295)</u>

1 Accounting policies

1.1 Basis of preparation of financial statements

The charity constitutes a public benefit entity as defined by FRS102. The financial statements have been prepared in accordance with 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 (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Companies Act 2006 and UK Generally Accepted Practice.

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 Company status

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

The charity currently has no restricted funds.

1.4 Going concern

The charity has made a deficit of £98,177 during the year and at 31 August 2018 had net current liabilities of £326,276. The Trustees have taken steps to ensure costs are tightly controlled while increasing the revenue streams for the charity. The charity has prepared detailed financial forecasts to August 2020 based on signed up pupil numbers and known costs. The latest management accounts show the financial results are in line with the charity's forecasted improved results. The cashflow forecast shows the school can work within the available overdraft limit. The overdraft limit is in place until September 2019 and the trustees have no reason to believe this will not be renewed and extended if required.

Based on the above the trustees believe it is appropriate to prepare the accounts on a going concern basis.

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(continued)

1 Accounting policies (continued)

1.5 Income recognition

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

Fee income consists of charges billed, on a termly basis, less bursaries and other discounts. Fees are recognised in line with the term to which they relate.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are any conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Income from trading activities includes income from the uniform shop and rent to raise funds for the charity. Income is received in exchange for supplying goods or services in order to raise funds and is recognised when entitlement has occurred.

Interest income is recognised as the charity's right to receive payment is established.

1.6 Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

Costs of raising funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

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

All expenditure is inclusive of irrecoverable VAT.

1. Accounting policies (Continued)

1.7 Tangible fixed assets and depreciation

Items costing more than £500 are capitalised, amounts less than this may be capitalised if part of a specific project.

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 incorporating income and expenditure account.

Tangible fixed assets are stated at cost or valuation, net of depreciation and any provision for impairment. Depreciation is not charged on freehold property and land. Depreciation on other tangible fixed assets is calculated in order to write off the cost of each asset, less their estimated residual value, over its estimated useful life using annual rates as follows:

Temporary buildings	- 15% straight line
Furniture and fittings	- 15% straight line
Computer	- 25% straight line

1.8 Operating lease rentals

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.9 Hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of Financial Activities to produce a constant periodic rate of charge on the net obligation outstanding in each period.

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(Continued)

1. Accounting policies (Continued)

1.10 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Costs includes all direct costs.

1.11 Debtors

Trade and other debtors are recognised at the settlement amount after any discount is offered. Prepayments are valued at the amount prepaid net of any discounts due.

1.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.13 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advance payments for the goods and services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligations. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.14 Financial instruments

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(Continued)

1 Accounting Policies (continued)

1.15 Employee benefits

Defined contribution pension scheme

The School contributes to a defined contribution pension scheme for the benefit of the salaried non-teaching employees. The pension costs charged against net incoming resources are the contribution payable to the scheme in respect of the accounting period in accordance with FRS102.

Defined benefit scheme

The School participates in the Teachers' Pension Scheme (England and Wales) ("the TPS"), for its teaching staff. This is a multi-employer defined benefit pension scheme and it is not possible or appropriate to consistently identify the liabilities of the TPS which are attributable to the School. As required by FRS102, the School accounts for this scheme as if it were a defined contribution scheme and therefore, the pension costs are charged in the statements of financial activities are the contributions payable to the scheme in respect of the accounting period.

Termination benefits

Termination benefits are employee benefits payable as a result of the School's decision to terminate an employee's employment before the normal retirement date.

2	Income from donations and legacies	2018	2017
		£	£
	Donations and legacies	1,124	13,324
		<hr/>	<hr/>
3	Income from charitable activities		
	Fee income	838,759	993,314
	Discounts and bursaries	(63,002)	(64,674)
	Net fees	<hr/> 775,757	<hr/> 928,640
		<hr/>	<hr/>
4	Other trading activities		
	Income from school uniform shop	16,077	11,719
	Rent received	45,091	34,667
	Fundraising events	18,796	-
		<hr/> 79,964	<hr/> 46,386
		<hr/>	<hr/>
5	Governance costs		
	Independent examiner's fees	2,200	2,220
		<hr/> 2,200	<hr/> 2,220
		<hr/>	<hr/>

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(Continued)

6	Expenditure on charitable activities	2018 £	2017 £
	Costs of running the school		
	Salaries and national insurance	560,168	632,803
	Agency staff	60,890	63,233
	Staff training and welfare	6,673	4,762
	Pension contributions	47,620	37,495
	Event costs	12,352	-
	Uniform shop purchases	7,697	8,635
	Rent, rates and water	18,411	9,342
	Grounds costs	1,917	2,877
	Light and heat	23,812	20,397
	Insurance	14,848	15,279
	Repairs, renewals and cleaning	15,051	14,790
	Telephone	3,073	1,712
	Subscriptions and journals	2,747	2,335
	Software licences and maintenance	11,129	9,647
	Professional fees	19,784	30,328
	Accountancy fees	-	908
	Postage and stationery	6,621	5,282
	Advertising and marketing	9,512	5,871
	Sundries	1,208	1,155
	Lease and hire of equipment	7,582	1,156
	Lease of minibus	9,876	4,388
	Motor expenses	3,515	2,387
	Kitchen supplies	29,557	29,999
	Books and classroom materials	32,269	37,128
	Bad debts	8,231	2,637
	Bank charges	4,035	867
	Loan interest	17,563	18,136
	Hire purchase interest	644	644
	Depreciation	16,037	18,262
	Support costs:		
	Governance costs (Note 5)	2,200	2,220
		<u>955,022</u>	<u>984,675</u>
		=====	=====
7	Corporation tax		

The charity is exempt from tax on income and gains falling within sections 466 to 493 Corporation Tax Act 2010 or section 256 Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(Continued)

8 Staff costs

	2018 £	2017 £
Analysis of staff costs:		
Salaries	518,713	589,886
National insurance	41,455	42,917
Agency staff	60,890	63,233
Pension costs	47,620	37,495
	<u>668,678</u>	<u>733,531</u>
	=====	=====

No directors, who are also the trustees, received any remuneration in the year. The directors did not receive any reimbursement for expenses in the year. The company pays for indemnity insurance for the trustees as part of its overall insurance cover. The annual premium is included in the commercial combined policy premium.

Total redundancy payments amount to £nil (2017: £29,054). £nil (2017: £29,054) is included within provisions.

Key management personnel comprise of the senior management team. The total pay and employee benefits for the senior management team are £182,372 (2017: £198,625).

In respect of employees' emoluments exceeding £60,000, one employees emoluments (excluding pension contributions) were in the range £60,000 - £70,000 (2017: 2). Pension contributions of £7,366 (2017: £3,628) were made for these employees.

The average number of employees:

	2018		2017	
	Full Time	Part Time	Full Time	Part Time
Teachers	7	3	10	4
Other staff	8	9	7	8
	<u>15</u>	<u>12</u>	<u>17</u>	<u>12</u>
	=====	=====	=====	=====

The average number of employees as a full time equivalent:

	2018	2017
Teachers	9	11
Other staff	12	12
	<u>21</u>	<u>23</u>
	=====	=====

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(Continued)

9	Tangible assets	Freehold land and buildings £	Temporary buildings £	Fixtures and equipment £	Computers £	Total £
	<i>Cost</i>					
	At 1 September 2017	1,073,166	120,317	175,343	63,916	1,432,742
	Additions	-	-	-	-	-
	Disposals	-	-	-	-	-
	At 31 August 2018	1,073,166	120,317	175,343	63,916	1,432,742
	<i>Depreciation</i>					
	At 1 September 2017	-	48,127	152,894	62,407	263,428
	Provided for the year	-	8,021	7,262	754	16,037
	Disposals	-	-	-	-	-
	At 31 August 2018	-	56,148	160,156	63,161	279,465
	<i>Net book value</i>					
	At 31 August 2018	1,073,166	64,169	15,187	755	1,153,277
		=====	=====	=====	=====	=====
	At 31 August 2017	1,073,166	72,190	22,449	1,509	1,169,314
		=====	=====	=====	=====	=====

Included in fixtures and equipment are assets held under hire purchase contracts totalling £9,237 (2017: £11,755). Depreciation of £2,519 (2017: £2,519) in relation to this asset is included in the depreciation charge in the SOFA.

	2018 £	2017 £
10		
Stocks		
Goods held for resale	18,841	19,585
	=====	=====
11		
Debtors		
Trade debtors	42,804	43,050
Other debtors and prepayments	12,222	5,282
	55,026	48,332
	=====	=====

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
Continued)

12	Creditors: amounts falling due within one year	2018 £	2017 £
	Bank loan and overdrafts (secured see note 14)	74,343	39,688
	Trade creditors	26,518	22,016
	Hire purchase contracts (secured see note 14)	2,799	2,799
	Other taxation and social security	9,575	12,666
	Other creditors	18,869	36,406
	Accruals	61,339	34,246
	Deferred income - fees paid in advance	206,807	138,397
		<u>400,250</u>	<u>286,218</u>
		=====	=====
13	Creditors: amounts falling due after more than one year:	2018 £	2017 £
	Bank loan (secured - see note 14)	333,971	358,166
	Hire purchase contracts (secured - see note 14)	5,131	7,931
	Other creditors	21,600	15,050
	Deferred income - fees paid in advance	6,249	12,497
		<u>366,951</u>	<u>393,644</u>
		=====	=====
	An analysis of maturity of debt is as follows:		
	Repayable in more than one year but not more than two years:		
	Bank loan	24,453	22,534
	Hire purchase	2,799	2,799
	Other creditors	2,750	2,500
	Deferred income - fees paid in advance	6,249	6,248
	Repayable between two and five years:		
	Bank loan	78,156	67,602
	Hire purchase	2,332	5,132
	Other creditors	18,850	12,550
	Deferred income - fees paid in advance	-	6,249
	Repayable in more than five years:		
	Bank loan	231,362	268,030
		<u>366,951</u>	<u>393,644</u>
		=====	=====

The St Peter and St Paul School Trust

Notes forming part of the financial statements for the year ended 31 August 2018
(Continued)

14 Financial commitments and details of indebtedness

The variable rate mortgage loan is repayable over 25 years from October 2005 at 1.75% over Lloyds Bank base rate. The fixed rate mortgage loan of £250,000 is repayable over 19 years at a fixed rate of 5.935%

The loan and the bank overdraft are secured on the assets of the Trust and in particular on Brambling House.

Hire purchase contracts are secured on the assets to which they relate.

Included in Deferred income - fees paid in advance are amounts secured by debenture as follows:

	2018 £	2017 £
Creditors: amounts falling due within one year	6,249	6,249
Creditors: amounts falling due in more than one year	6,249	12,497
	<u>12,498</u>	<u>18,746</u>
	=====	=====

15 Operating lease commitments

At 31 August 2018 the Trust was committed to making the following payments under other operating leases as follows:

	2018 £	2017 £
Operating leases payments:		
Within 1 year	20,325	1,125
Within 2 to 5 years	47,206	2,691
	<u>67,531</u>	<u>3,816</u>
	=====	=====

16 Related party transactions

During the year nine trustees (2017: seven trustees) had a total of fourteen children (2017: twelve children) attending the school. Their fees were charged on the same basis available to any other children attending the school. The total fees charged to trustees were £120,466 (2017: £51,690). No bursaries were made available for children of trustees (2017: none).

The senior management team had a total of two children attending the school. The total fees charged to the senior management team were £4,454. Discounts on school fees provided to the senior management team during the year totalled £13,363, these discounts are in line with school policy.

17 Pension Obligations

The School participates in the Teachers' Pension Scheme ("the TPS") for its teaching staff. The pension charge for the year includes contributions payable to the TPS of £25,806 (2017: £26,172) and at the year-end £1,471 (2017 - £2,423) was accrued in respect of contributions to this scheme.

The TPS is an unfunded multi-employer defined benefits pension scheme governed by The Teachers' Pensions Regulations 2010 (as amended) and The Teachers' Pension Scheme Regulations 2014 (as amended). Members contribute on a "pay as you go" basis with contributions from members and the employer being credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2012 and the valuation report, which was published in June 2014, confirmed an employer contribution rate for the TPS of 16.4% from 1 September 2015. Employers are also currently required to pay a scheme administration levy of 0.08% giving a total employer contribution rate of 16.48%.

This employer rate will be payable until the completion and outcome of the next actuarial valuation which is being prepared as at 31 March 2016. Her Majesty's Treasury published draft Directions for the TPS on 6 September 2018 to allow the Department for Education to finalise this valuation. Early indications from the valuation are that the amount employers will be required to pay towards the scheme may increase substantially from September 2019.

There are also indications that the protections in the new cost cap mechanism required by the Public Service Pensions Act 2013 mean public sector workers will get improved pension benefits for employment over the period April 2019 to March 2023.

In addition to the above contributions of £21,814 (2017: £11,323) were made to a separate defined contribution scheme in relation to other staff. At the year end £1,213 (2017: £nil) was accrued in respect of contributions to this scheme.

18 Status

The Company is incorporated under the Companies Act 1985 as a private company limited by guarantee and not having a share capital. It is recorded in the Central Register of Charities as Number 516113. There is no overall controlling party.