# St Peter's Independent School Trust Unaudited Financial Statements 31 August 2018

## **SAWFORD BULLARD**

Accountants The Old Mill Blisworth Hill Farm Stoke Road Blisworth Northampton NN7 3DB

## **Financial Statements**

## Year ended 31 August 2018

	Pages
Trustees' annual report	1 to 3
Independent examiner's report to the trustees	4
Statement of financial activities	5
Statement of financial position	6
Statement of cash flows	7
Notes to the financial statements	8 to 17

## **Trustees' Annual Report**

## Year ended 31 August 2018

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 August 2018.

#### Reference and administrative details

Registered charity name	St Peter's Independent School Trust
Charity registration number	281736
Principal office	Lingswood Park Blackthorn Northampton NN3 4TA
The trustees	
	Mr M D A Dawe Mr D B Forrester Mr D Reynolds
Independent examiner	N K Sawford FCCA Sawford Bullard The Old Mill Blisworth Hill Farm Stoke Road Blisworth Northampton NN7 3DB

#### Structure, governance and management

#### Governing document

The charity was founded under a trust deed dated 18 December 1980 which governs its objects and powers.

#### Recruitment and appointment of trustees

Trustees are appointed by the Committee of Management. A member of the Committee of Management cannot also be a trustee.

#### Trustee induction and training

Most trustees are already familiar with the work of the organisation. New trustees are required to attend an induction meeting to familiarise themselves with the work of the charity. This meeting is jointly led by the Chair of the trustees and the Head teacher and in addition to the work of the charity also covers other areas such as trustee obligations, constitution, organisational structure, financial review and future plans and objectives.

#### Risk management

The trustees have put systems in place to identify and manage any significant business and operational risks that are faced by the Charity. Regular reports are part of the systems and procedures established to ensure appropriate action is taken.

### Trustees' Annual Report (continued)

## Year ended 31 August 2018

#### Structure, governance and management (continued)

#### Organisational structure

The day-to-day management of the Charity is entrusted to the school management team of Head teacher and Bursar. These identified post holders report to the Committee of Management comprising of independent governors working alongside elected parent and staff representatives. Post holders report to the Committee of Management on no less than a half-termly basis. The trustees of the Charity attend Committee of Management meetings in an observer's role. Separate trustees meetings are held on a regular basis and no less than every two months.

#### **Objectives and activities**

The charity was founded to acquire the assets of St Peter's Independent School and to operate it on a non-profit making basis providing education of the highest standards.

The school provides a non-selective co-educational education to a diverse community which is both multi-ethnic and multi-racial. Founded with a Christian ethos the school continues to value both Christian principles and the benefits of a family orientated education.

St. Peter's holds to an inclusive education provision and does not require academic selection of pupils wishing to join the school community. The nature of the school is that each individual pupil is supported to fulfil their own potential in a broad range of educational experiences; academic, practical and social.

In keeping with the establishment of the school, fee structures are held at a level to enable as many families as possible to access an independent style of education. Evidence is clear that, in line with this founding principle, St Peter's fees for education are significantly less than other fee paying schools within the area.

St. Peter's provides an entry level for many families accessing independent education. In line with the Christian ethos of the school support, in the form of free or assisted places, is provided to a number of families facing financial or domestic difficulties.

#### Achievements and performance

A St. Peter's education continues to provide a much valued alternative to the academy structures now dominant in the county. The breadth and balance of the academic programme, inclusive of the creative and performing arts, is seen as a strength of provision, along with the elements of a strong pastoral care system. The ethos of St. Peter's has proved attractive in recruiting pupils from across the county.

#### **Financial review**

Despite a reduction of 22% in the average number of pupils attending the School to 85, the management team have been successful in protecting income which has fallen by only 4%.

In addition to protecting income, the management team have also been successful in reducing costs by nearly 15%, making savings of £132K.

As a result of the above the trustees are pleased to report that the deficit arising in the previous period of  $\pounds$ 130K has been reduced to  $\pounds$ 24K for the current year and expect the School to be in surplus during 2018/2019.

### Trustees' Annual Report (continued)

## Year ended 31 August 2018

#### Financial review (continued)

#### Reserves policy

The trustees have established a policy whereby unrestricted funds excluding tangible assets and long term debt (due after more than one year) should equate to approximately four months of budgeted expenditure, being one academic term. This sets a target of approximately £235,000 and at the end of the financial year free reserves, approximately represented by net current assets/(liabilities) was significantly short of this target. To support the charity's liquidity the trustees have arranged a line of of credit with the charity's bankers and also from time to time provide their own financial support.. The trustees acknowledge that it will take a number of years to restore reserves to satisfactory levels.

#### Plans for future periods

Pupils numbers for 2018/2019 are currently at a similar level to the previous year, which the trustees consider to be too low. The management team have therefore been tasked with updating the Schools marketing strategy across all media platforms with a target to deliver a school roll of between 90 and 100 pupils by September 2020.

Following the cost savings made during 2017/2018, further reductions of circa £50K have been made during 2018/2019.

The trustees expect the School to achieve a small operating surplus during the year to August 2019.

The trustees are currently working on a new three year plan to cover the period to August 2022.

The trustees' annual report was approved on 13 June 2019 and signed on behalf of the board of trustees by:

Mr D B Forrester Trustee

### Independent Examiner's Report to the Trustees of St Peter's Independent School Trust

### Year ended 31 August 2018

I report to the trustees on my examination of the financial statements of St Peter's Independent School Trust ('the charity') for the year ended 31 August 2018.

#### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

Since the charity'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 Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Act; or
- 2. the financial statements do not accord with those records; or
- 3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have 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.

N K Sawford FCCA Sawford Bullard Independent Examiner

The Old Mill Blisworth Hill Farm Stoke Road Blisworth Northampton NN7 3DB

13 June 2019

## **Statement of Financial Activities**

## Year ended 31 August 2018

	Note	Unrestricted funds	2018 Restricted funds	Total funds	2017 Total funds
Income and endowments	Note	£	£	£	£
Donations and legacies Charitable activities	4 5	1,550 677,867	_ _	1,550 677,867	50 705,488
Total income		679,417	_	679,417	705,538
<b>Expenditure</b> Expenditure on charitable activities	6,7	703,016	_	703,016	835,203
Total expenditure		703,016	-	703,016	835,203
Net expenditure and net movemen funds	t in	(23,599)	_	(23,599)	(129,665)
Reconciliation of funds Total funds brought forward		222,103	377	222,480	352,145
Total funds carried forward		198,504	377	198,881	222,480

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

## **Statement of Financial Position**

## 31 August 2018

	•••	2018		2017
Fixed assets	Note	£	£	£
Tangible fixed assets	14		808,148	843,420
Current assets				
Debtors	15	46,680		49,062
Creditors: amounts falling due within one year	17	328,414		325,248
Net current liabilities			281,734	276,186
Total assets less current liabilities			526,414	567,234
Creditors: amounts falling due after more than				
one year	18		327,533	344,754
Net assets			198,881	222,480
Funds of the charity				
Restricted funds			377	377
Unrestricted funds			198,504	222,103
Total charity funds	21		198,881	222,480

These financial statements were approved by the board of trustees and authorised for issue on 13 June 2019, and are signed on behalf of the board by:

Mr D B Forrester Trustee

## **Statement of Cash Flows**

## Year ended 31 August 2018

Cash flows from operating activities Net expenditure	Note	2018 £ (23,599)	2017 £ (129,665)
Adjustments for: Depreciation of tangible fixed assets Interest payable and similar charges Gains on disposal of heritage assets Accrued income		30,967 22,449 (255) (838)	32,661 18,320 – (2,541)
<i>Changes in:</i> Trade and other debtors Trade and other creditors		2,382 (27,271)	21,232 31,352
Cash generated from operations		3,835	(28,641)
Interest paid		(22,449)	(18,320)
Net cash used in operating activities		(18,614)	(46,961)
<b>Cash flows from investing activities</b> Purchase of tangible assets Proceeds from sale of tangible assets Proceeds from sale of heritage assets Net cash from/(used in) investing activities		(2,441) 6,746 <u>255</u> 4,560	(28,093)  (28,093)
<b>Cash flows from financing activities</b> Proceeds from borrowings Payments of finance lease liabilities Net cash used in financing activities		(14,212) (6,979) (21,191)	(12,110) 6,979 (5,131)
Net decrease in cash and cash equivalents Cash and cash equivalents at beginning of year		(35,245) (109,298)	(80,185) (29,113)
Cash and cash equivalents at end of year	16	(144,543)	(109,298)

## Notes to the Financial Statements

## Year ended 31 August 2018

#### 1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Lingswood Park, Blackthorn, Northampton, NN3 8TA.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

#### 3. Accounting policies

#### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Going concern

As disclosed in the Trustees' report the School relies on the continued support of the School's bankers. Should this support be withdrawn or the trustees deem that operating targets are not be achieved the School would be forced to close. Whilst the trustees are confident of both their plan and the continued support of the bank closure would require certain assets to be restated to their recoverable amounts and additional costs would be incurred to facilitate the closure. The valuation of the School's property carried out during 2011/2012 indicates that in such circumstances all liabilities would be met. These financial statements have been prepared assuming that the School will continue in operation.

#### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### Notes to the Financial Statements (continued)

### Year ended 31 August 2018

#### 3. Accounting policies (continued)

#### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

The charity is not registered for value added tax and all amounts subject to VAT are therefore inclusive of VAT.

#### Tangible assets

All fixed assets are initially recorded at cost.

#### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold property	-	2% straight line
Motor vehicles	-	25% reducing balance
School equipment	-	16% straight line

#### Notes to the Financial Statements (continued)

### Year ended 31 August 2018

#### 3. Accounting policies (continued)

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### Finance leases and hire purchase contracts

Assets held under finance leases and hire purchase contracts are recognised in the statement of financial position as assets and liabilities at the lower of the fair value of the assets and the present value of the minimum lease payments, which is determined at the inception of the lease term. Any initial direct costs of the lease are added to the amount recognised as an asset.

Lease payments are apportioned between the finance charges and reduction of the outstanding lease liability using the effective interest method. Finance charges are allocated to each period so as to produce a constant rate of interest on the remaining balance of the liability.

#### **Pension schemes**

The School contributes to the Teachers' Pension Defined Benefits Scheme at rates set by the Scheme Actuary and advised to the School by the Scheme Administrator. The Scheme is a multiemployer pension scheme and it is not possible to identify the assets and liabilities which are attributable to the School. The scheme is accounted for as a defined contribution scheme and the costs charged in the year represent the amount of contributions payable.

In addition, the School offers a defined contribution scheme for those staff non eligible or opting out of the Teachers Pension Scheme. Contributions to the defined contribution plan are recognised as an expense in the period in which the related service is provided

#### 4. Donations and legacies

	Unrestricted	<b>Total Funds</b>	Unrestricted	Total Funds
	Funds	2018	Funds	2017
	£	£	£	£
Donations				
General donations received	1,550	1,550	50	50

## Notes to the Financial Statements (continued)

## Year ended 31 August 2018

#### 5. Charitable activities

School fees receivable Other school income received Performance-related grants	Unrestricted Funds £ 634,856 28,078 14,933	Total Funds 2018 £ 634,856 28,078 14,933	Unrestricted Funds £ 656,250 32,573 16,665	Total Funds 2017 £ 656,250 32,573 16,665
Performance-related grants	677,867	<u> </u>	705,488	705,488

### 6. Expenditure on charitable activities by fund type

	Unrestricted	Total Funds	Unrestricted	Total Funds
	Funds	2018	Funds	2017
	£	£	£	£
School expenditure	682,282	682,282	818,377	818,377
Support costs	20,734	20,734	16,826	16,826
	703,016	703,016	835,203	835,203

## 7. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2018	Total fund 2017
	£	£	£	£
School expenditure	682,282	18,931	701,213	833,403
Governance costs	-	1,803	1,803	1,800
	682,282	20,734	703,016	835,203

#### 8. Analysis of support costs

9.

		Analysis of		
		support costs	Total 2018	Total 2017
		£	£	£
	Finance costs	10,047	10,047	11,866
	Governance costs	1,800	1,800	1,800
	Regulatory inspection fees	3,427	3,427	3,160
	Legal fees	5,460	5,460	
		20,734	20,734	16,826
I	Net expenditure			
	Net expenditure is stated after charging/(crediting):			
			2018	2017
			£	£
	Depreciation of tangible fixed assets		30,967	32,661
	Gains on disposal of heritage assets		(255)	_

### Notes to the Financial Statements (continued)

## Year ended 31 August 2018

#### 10. Independent examination fees

	2018 £	2017 £
Fees payable to the independent examiner for: Independent examination of the financial statements Other financial services	1,800 10,047	1,800 11,866
	11,847	13,666

### 11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

2018	2017
£	£
436,449	518,433
31,336	36,981
45,855	54,288
513,640	609,702
	£ 436,449 31,336 45,855

The average head count of employees during the year was 17 (2017: 20).

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

#### 12. Trustee remuneration and expenses

No remuneration was paid to the trustees during the year, (2016: £nil), nor expenses reimbursed, (2016: £nil).

#### 13. Transfers between funds

No transfers between funds were made during the year, (2016: £1,960).

### Notes to the Financial Statements (continued)

## Year ended 31 August 2018

#### 14. Tangible fixed assets

Cost	Land and buildings £	Motor vehicles £	Equipment £	Total £
At 1 September 2017	1,249,864	11,996	113,981	1,375,841
Additions	2,441	_	_	2,441
Disposals		(11,996)		(11,996)
At 31 August 2018	1,252,305		113,981	1,366,286
Depreciation				
At 1 September 2017	429,871	3,000	99,550	532,421
Charge for the year	24,918	2,250	3,799	30,967
Disposals		(5,250)		(5,250)
At 31 August 2018	454,789		103,349	558,138
Carrying amount				
At 31 August 2018	797,516		10,632	808,148
At 31 August 2017	819,993	8,996	14,431	843,420

During 2011 the freehold property of the school was subject to revaluation by Aitchison Raffety. The report valued the property at an open market valuation of  $\pounds$ 1,250,000, with a revised valuation of  $\pounds$ 1,000,000 should it be necessary to sell the property within a six month time frame.

The valuation of the property in the accounts at that time stood at £912,849 and the trustees took the view not to reflect the increased valuation within the balance sheet. The written down value of the property in the accounts as at 31 August 2018 was £797,516, (2017: £819,993).

#### 15. Debtors

16.

Trade debtors Prepayments and accrued income Other debtors	2018 £ 21,375 8,918 16,387 46,680	2017 £ 25,541 7,134 16,387 49,062
The debtors above include the following amounts falling due after mo	re than one year:	
	2018 £	2017 £
Trade debtors	16,387	16,387
Cash and cash equivalents		
Cash and cash equivalents comprise the following:		
	2018 £	2017 £
Bank overdrafts	(144,543)	(109,298)

#### Notes to the Financial Statements (continued)

### Year ended 31 August 2018

#### 17. Creditors: amounts falling due within one year

		2018 £	2017 £
	Bank loans and overdrafts	157,776	124,603
	Trade creditors	24,938	46,207
	Accruals and deferred income	7,388	8,226
	Social security and other taxes	15,683	18,850
	Obligations under finance leases and hire purchase contracts	-	3,098
	Pension fund creditor	4,956	7,525
	Other creditors	117,673	116,739
		328,414	325,248
18.	Creditors: amounts falling due after more than one year		
		2018	2017
		£	£

	£	£
Bank loans and overdrafts	310,933	323,073
Obligations under finance leases and hire purchase contracts	-	3,881
Other creditors	16,600	17,800
	327,533	344,754

Included within creditors: amounts falling due after more than one year is an amount of £250,567 (2017: £266,852) in respect of liabilities payable or repayable by instalments which fall due for payment after more than five years from the reporting date.

A loan of £347,600 was drawn down in 2016 to consolidate existing borrowings and provide additional working capital for the School. The loan is repayable over eighteen years at a fixed rate of 5.2%

#### 19. Finance leases and hire purchase contracts

The total future minimum lease payments under finance leases and hire purchase contracts are as follows:

	2018	2017
	£	£
Not later than 1 year	-	3,098
Later than 1 year and not later than 5 years	-	3,881
	_	6,979

#### Notes to the Financial Statements (continued)

### Year ended 31 August 2018

#### 20. Pensions and other post retirement benefits

The School participates in the Teachers' Pension Scheme ("the TPS") for qualifying staff. The pension charge for the year includes contributions payable to the TPS of £43,115 (2017: £36,981).

The TPS is an unfunded multi-employer defined benefits pension scheme governed by the Teachers' Pension Scheme Regulations 2014. Members contribute on a "pay as you go" basis with contributions from members and 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 following scheme valuations undertaken by the Government Actuary Department. The latest 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 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. HM 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 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.

#### 21. Analysis of charitable funds

#### **Unrestricted funds**

	At			At
	1 September		31	August 20
	2017	Income	Expenditure	18
	£	£	£	£
General fund	222,103	679,417	(703,016)	198,504
			·	
	At			At
	1 September		31	I August 20
	2016	Income	Expenditure	17
	£	£	£	£
General fund	351,768	705,538	(835,203)	222,103

## Notes to the Financial Statements (continued)

## Year ended 31 August 2018

#### 21. Analysis of charitable funds (continued)

Restricted funds				
	At			At
	1 September		3	B1 August 20
	2017	Income	Expenditure	<b>1</b> 8
	£	£	£	£
Restricted Funds	377	_	_	377
	At			At
	1 September			31 August 20
	2016	Income	Expenditure	17
	£	£	£	£
Restricted Funds	377	_	_	377

Restricted Funds include monies for Staging and Lighting, the Hall Floor, English Books and Staff training.

#### 22. Analysis of net assets between funds

Tangible fixed assets Current assets Creditors less than 1 year Creditors greater than 1 year	Unrestricted Funds £ 808,148 46,303 (328,414) (327,533)	Restricted Funds £ 377 –	Total Funds 2018 £ 808,148 46,680 (328,414) (327,533)
Net assets	198,504	377	198,881
	Unrestricted	Restricted	Total Funda
Tangible fixed assets Current assets	Funds £ 843,420 48,685	Funds £ 377	Total Funds 2017 £ 1,686,840 98,124
•	Funds £ 843,420	Funds £	2017 £ 1,686,840

## Notes to the Financial Statements (continued)

## Year ended 31 August 2018

#### 23. Related parties

Creditors falling due within one year include interest free loans from the following trustees:

Mr M Dawe, £42,500, (2017: £4,000)

Mr D Forrester, £43,500, (2017: £35,000)

Mr D Reynolds, as trustee of the E W Hall Charitable Trust, £1,200, (2017: £1,200)

Mr A Bentley, £6,000, (2017: Nil)

Creditors falling due after one year include an interest free loan from the following trustee:

Mr D Reynolds, as trustee of the E W Hall Charitable Trust, £16,600, (2017: £17,800)