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BELMONT SCHOOL (FELDEMORE)
EDUCATIONAL TRUST LIMITED
GOVERNORS REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 1997



BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED

YEAR ENDED 31ST AUGUST 1997

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BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**GOVERNORS' REPORT**

The Governors present their report together with the audited accounts for the year ended 31st August 1997.

Status and Administration

Belmont School (Feldemore) Educational Trust Limited was formed in 1965 as a company limited by guarantee. It is a registered charity, number 312077.

Governors

The Governors of the Company are also the charity trustees. The Governors who served during the year were:-

Mr R.J.K. Salter (Chairman)
 Mr D.S. Baker
 Mr A.H. Beadles
 Mrs A. Borrowdale
 Mr M.A. Cowdry
 Mr N.F. Maltby
 Mr R.C.F. Shanks
 Mrs P. Sutton
 Mr D.H. Bradley (retired 5th July 1997)

Mrs A Borrowdale is also a member of the General Purposes Committee.

Professional advisers and key personnel

The Headmaster	Mr D. St.C. Gainer
The Bursar and Trust Secretary:	Mr A.R. Tolputt
Address:	Belmont School Feldemore Holmbury St. Mary Dorking RH5 6LQ
Auditors	Spofforths Courtyard House 30 Worthing Road Horsham West Sussex RH12 1SL
Bankers	Barclays Bank Plc PO Box 317 Woking Surrey GU21 1WT

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**GOVERNORS' REPORT****The Objective of the School**

The objective as set out in the Memorandum of Association is the academic, physical, moral and religious education of boys and girls.

Organisation

The Board of Governors determine the general policy of the school. The day-to-day management is delegated to the Headmaster and the Bursar.

Policy

In accordance with the Memorandum, Belmont School operates as a Preparatory and Pre-preparatory day and boarding school for boys and girls.

Review

The average numbers of pupils were:-

Pre prep	58 pupils
Main School Day	96 pupils
Main School Boarders	11 pupils
Moon Hall Boarders	29 pupils

No major building projects were undertaken during the year but an adventure playground was constructed, computer equipment was upgraded and a third minibus was purchased.

The Financial Results

Fee income increased by 2.4%, in line with expectations. The Net Incoming Resources for the year, after including the write-back of a provision of £18,000 no longer required, was £119,467. The Governors consider that the results are satisfactory.

Investment Powers

These are governed by the Memorandum and Articles of Association, which permit surplus funds to be invested in any investments, security or property as may be thought fit and as may be prescribed by law.

Resources

As stated in the notes to the accounts, the reserves are split between those designated for specific purposes and those available for the day-to-day requirements of the School. Designated reserves are the amounts invested in Land and Buildings. The School's assets are sufficient to meet its obligations.

Fixed Assets

These are as stated in the Notes to the Accounts.

Auditors

The company's previous auditors, Hakim Fry, resigned with effect from 24th November 1997 and Spofforths Chartered Accountants and Registered Auditor, were appointed in their stead. In accordance with Section 385 of the Companies Act 1985, a resolution proposing their reappointment will be put to the Annual General Meeting.

Approved by the Board of Governors at its meeting on 12th February 1998 and signed on its behalf by:



A.R. Tolputt (Company Secretary)

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**STATEMENT OF GOVERNORS' RESPONSIBILITIES**

The purpose of this statement is to distinguish the Governors' responsibilities for the accounts from those of the auditors as stated in their report.

Company law requires the Governors to prepare the 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 or loss of the company for that period. In preparing those financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Governors are responsible for keeping proper accounting 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 1985. 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.

AUDITORS' REPORT TO THE MEMBERS OF
BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED

We have audited the financial statements on pages 5 to 11 which have been prepared under the accounting policies set out on pages 7 and 8.

Respective responsibilities of directors and auditors

As described on page 3 the company's governors, who also act as trustees for the charitable activities of the company, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and report our opinion to you.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the governors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31st August 1997 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Courtyard House
30 Worthing Road
HORSHAM
West Sussex, RH12 1SL

12th February 1998


SPOFFORTHS
Chartered Accountants
and Registered Auditor

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31ST AUGUST 1997**

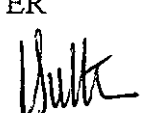
			<u>1997</u>		<u>1996</u>
	<u>Notes</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total</u>	<u>Total</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
INCOMING RESOURCES					
Fees receivable	2	1,017,031	-	1,017,031	993,273
Banks and other interest		21,618	-	21,618	14,951
Donations		280	7,002	7,282	1,974
Other Income	3	29,009	-	29,009	31,480
Total Incoming Income		1,067,938	7,002	1,074,940	1,041,678
RESOURCES EXPENDED					
Direct Charitable Expenditure 4					
Teaching Costs		508,105	7,002	515,107	472,802
Welfare		123,158	-	123,158	125,275
Premises		152,666	-	152,666	192,505
Support Costs		162,708	-	162,708	154,140
		946,637	7,002	953,639	944,722
Other Expenditure					
Management and Administration of the Charity		4,766	-	4,766	5,513
Finance Costs		1,444	-	1,444	4,341
Total Resources Expended		952,847	7,002	959,849	954,576
NET INCOMING RESOURCES		115,091	-	115,091	87,102
Balance brought forward					
1 st September 1996		1,296,371	-	1,296,371	1,209,269
Balance carried forward					
31 st August 1997		1,411,462	-	1,411,462	1,296,371

The company had no other recognised gains or losses for the year.
All operations were ongoing.

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITEDBALANCE SHEET31ST AUGUST 1997

	<u>Notes</u>	<u>1997</u>	<u>1996</u>
		£	£
FIXED ASSETS			
Tangible Assets	7	1,224,593	1,209,751
CURRENT ASSETS			
Stocks	8	14,142	12,800
Debtors	9	30,959	24,657
Cash in hand and at bank		33,001	36,008
Building society deposits		289,883	184,882
		<u>367,985</u>	<u>258,347</u>
CREDITORS: Amounts falling due within one year	10	181,116	171,727
NET CURRENT ASSETS		<u>186,869</u>	<u>86,620</u>
NET ASSETS		<u>£1,411,462</u>	<u>£1,296,371</u>
FUNDS			
Unrestricted:	12		
General Reserve		678,803	563,892
1989/90 Appeal Fund		55,806	55,626
Revaluation Reserve		676,853	676,853
Restricted:			
Donations		-	-
		<u>£1,411,462</u>	<u>£1,296,371</u>


R.J.K. SALTER

P. SUTTON )
GOVERNORS

Date approved by the Council: 12th February 1998

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31ST AUGUST 1997****1. ACCOUNTING POLICIES****Basis of Accounting**

The Financial Statements have been prepared in accordance with applicable Accounting Standards under the historical cost convention, and the Statement of Recommended Practice, Accounting by Charities.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets other than freehold land by equal annual instalments or by reducing balance method over their expected useful lives. The rates and periods generally applicable are:

Leasehold land	-	2.5% Straight line
Motor vehicles	-	25% Reducing balance
Fixtures, fittings and equipment	-	15% Reducing balance
Computer equipment	-	25% Straight line

In the opinion of the Governors, the Trust's freehold land and buildings would realise the amount at which they are stated in the accounts and, therefore, no amortization is necessary. Furthermore, the Governors will maintain the buildings in their current state and charge such costs against revenue.

Stocks

Stocks of text books, stationery, school bags and other items for resale are included at estimated value.

Fee Income

Fee income represents fees charged by the trust for the school year ending 31st August, less bursaries and allowances.

Expenditure

Expenditure is allocated to expense headings either on a direct cost basis or apportioned according to time spent. The assessable amount of VAT is included with the item of expense to which it relates.

Teaching Costs

Supplies of games equipment, books, stationery and sundry materials are written off when the expenditure is incurred.

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31ST AUGUST 1997****1. ACCOUNTING POLICIES (cont.)****Contributions to Pension Funds**

The trust makes pension contributions for teaching staff through the scheme operated by the Teachers Pensions agency; costs are charged to profits for the period in which they are incurred. Contributions are made to personal pension plans for other staff at the discretion of the Governors.

Taxation

The trust is exempt from taxation for so long as it maintains its educational objectives and accordingly no provision is made for taxation, including deferred taxation on the revaluation of the freehold land and buildings.

1989/90 Appeal Fund

The fund includes covenanted income received together with the attributable taxation recoverable thereon. All of the covenants have now expired.

2. FEES RECEIVABLE

Fees are stated net of bursaries, family discounts and staff discounts, which totalled £61,798.

3. OTHER INCOME

	<u>1997</u> £	<u>1996</u> £
Registration fees	1,089	1,615
Hire of school facilities	11,362	12,472
Casual meals and accommodation	15,301	14,268
Sundry income	1,257	3,125
	<u>29,009</u>	<u>31,480</u>

4. EXPENDITURE

	<u>1997</u> £	<u>1996</u> £
Direct charitable expenditure includes:		
Ex Gratia and redundancy costs	-	2,722
Loss/(profit) on sale of fixed assets	(213)	-
	<u> </u>	<u> </u>
Premises expenditure includes:		
Provision no longer required	(18,000)	-
	<u> </u>	<u> </u>

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31ST AUGUST 1997**

	<u>1997</u> £	<u>1996</u> £
5. STAFF COSTS		
Wages and Salaries	571,348	543,918
Social Security Costs	43,576	41,703
Pension Contributions	33,702	31,760
Other Costs	-	2,722
	<u>648,626</u>	<u>620,103</u>

There were no employees whose remuneration exceeded £40,000

The average number of employees during the year was:-

Teaching: Full time	18	20
Part time	6	7
Domestic	13	10
Administration	7	7
	<u>44</u>	<u>44</u>

The Governors received no remuneration during the year.

6. ANALYSIS OF TOTAL RESOURCES EXPENDED

	Staff Costs £	Other Costs £	Depreciation £	Total <u>1997</u> £	<u>1996</u> £
Direct Charitable Expenditure					
Teaching costs	446,037	54,720	14,350	515,107	472,802
Welfare costs	41,689	74,172	7,297	123,158	125,275
Premises costs	52,246	102,401	125	154,772	192,505
Administration of the school	107,979	36,168	16,455	160,602	154,140
	<u>647,951</u>	<u>267,461</u>	<u>38,227</u>	<u>953,639</u>	<u>944,922</u>
Other Expenditure					
Administration of the charity	-	4,766	-	4,766	5,513
Finance costs	-	1,444	-	1,444	4,341
	<u>647,951</u>	<u>273,671</u>	<u>38,227</u>	<u>959,849</u>	<u>954,576</u>

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31ST AUGUST 1997****7. TANGIBLE FIXED ASSETS**

	Freehold Land and Buildings	Short Leasehold Land and Buildings	Motor Vehicles	Furniture and Equipment	Computer Equipment	Total
	£	£	£	£	£	£
Cost						
At 1 st September 1996	1,066,126	5,000	37,683	179,327	43,883	1,332,019
Additions	-	-	12,337	27,481	13,519	53,337
Disposals	-	-	(1,500)	-	-	(1,500)
At 31 st August 1997	1,066,126	5,000	48,520	206,808	57,402	1,383,856
Depreciation						
At 1 st September 1996	-	1,710	10,293	89,391	20,875	122,269
Charge for the year	-	125	7,297	16,455	14,350	38,227
Disposals	-	-	(1,233)	-	-	(1,233)
At 31 st August 1997	-	1,835	16,357	105,846	35,225	159,263
Net Book Value						
At 31 st August 1997	1,066,126	3,165	32,163	100,962	22,177	1,224,593
At 31 st August 1996	1,066,126	3,290	27,390	89,936	23,008	1,209,750

The freehold land and buildings were revalued on 3 May 1990 by Stewart Gore, Chartered Surveyors, at an existing use value of £800,000. Fixtures and fittings include items valued by the Governors at £60,000 at 31 August 1993.

	<u>1997</u>	<u>1996</u>
8. STOCK		
Consumables and goods for resale	£14,142	£12,800
9. DEBTORS		
Fees	312	318
Other debtors	18,601	16,311
Prepayments	12,046	8,028
	30,959	24,657

BELMONT SCHOOL (FELDEMORE) EDUCATIONAL TRUST LIMITED**REVENUE ACCOUNT****YEAR ENDED 31ST AUGUST 1997****10. CREDITORS: Amounts falling due within one year**

	<u>1997</u> £	<u>1996</u> £
Trade creditors	101,597	73,470
Other taxes and social security	13,560	13,926
Accruals	3,770	21,680
Other creditors	4,189	4,651
Loan from Moon Hall School	58,000	58,000
	<u>181,116</u>	<u>171,727</u>

11. FUNDS

The school funds are held to cover the fixed assets and provide working capital. Restricted funds were Nil (1996 – Nil)

12. UNRESTRICTED FUNDS

	Balance at 01.09.96 £	Incoming Resources £	Resources Expended £	Balance at 31.08.97 £
General Reserves	563,892	1,067,758	(952,847)	678,803
1989/90 Appeal Fund	55,626	180	-	55,806
Revaluation Reserve	676,853	-	-	676,853
	<u>1,296,371</u>	<u>1,067,938</u>	<u>(952,847)</u>	<u>1,411,462</u>

13. CHANGE OF FORMAT

The format of the accounts has been changed in order to comply with the requirements of the Statement of Recommended Practice, Accounting by Charities.

14. CONTRACTS AND COMMITMENTS

	1997 £	1996 £
Expenditure authorised by the Governors and contracted for	<u>Nil</u>	<u>Nil</u>

15. SHARE CAPITAL

The company has no share capital, being a company limited by guarantee.