



**ST HUGH'S SCHOOL (CARSWELL)
TRUST LIMITED**
(A company limited by guarantee)

**Reports and Financial Statements
31 August 2007**

**Registered in England and Wales
No 913833**

**Registered Charity
No 309640**

**Mazars LLP
Chartered Accountants
Seacourt Tower
West Way
Oxford
OX2 0JG**

THURSDAY



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COMPANIES HOUSE

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

Registered in England and Wales - No 913833

Registered Charity - No. 309640

REGISTERED OFFICE

Carswell Manor
Faringdon
Oxfordshire
SN7 8PT

GOVERNORS

J M Guillum Scott – Chairman
Mrs M B Blackwell - Vice Chairman
A B Adams
Mrs J R Allan
R W F Barnes
J L Blazey
P F Boggis
Mrs S D Burton
P Daffern
Dr G A Dinnis (resigned 13 March 2007)
Mrs S Jackson
Mrs N V F Rayne
Mr E P L Sandbach (appointed 23 June 2007)
Major General P L Spurgeon
Mrs V Tuck

HEADMASTER

A J P Nott

BURSAR & COMPANY SECRETARY

Mrs E C Moss (resigned 31 December 2007)
Mr C P Bouwens (appointed 2 January 2008)

BANKERS

Lloyds TSB Bank Plc , Black Horse House
Wallbrook Court, Oxford OX2 0QS

AUDITORS

Mazars LLP, Seacourt Tower
West Way, Oxford OX2 0JG

SOLICITORS

Rickerby's, Ellenborough House,
Wellington Street, Cheltenham GL50 1YD

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

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ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

DIRECTORS' REPORT

For the year ended 31 August 2007

The Governors present their annual report for the year ended 31 August 2007 under the Companies Act 1985 and the Charities Act 1993, together with the audited financial statements for the year and confirm that the latter comply with the requirements of the Companies Act 1985, the Company's Memorandum & Articles of Association and the Charities Statement of Recommended Practice - "Accounting and Reporting by Charities (revised 2005)"

REFERENCE & ADMINISTRATIVE INFORMATION

St Hugh's School (Carswell) Trust Limited ("St Hugh's") is a charitable company founded in 1967, charity registration number 309640, company registration number 913833, with the liability of its members limited to £10 each by guarantee. The Registered Office and principal address of the Company is Carswell Manor, Carswell, Faringdon, Oxfordshire SN7 8PT

Directors

The School continues to be organised and administered by a Board of Governors (who legally act as the Board of Directors of the School and as Trustees of the Charity). The present Directors of the Company, who are also the Charity Trustees and the School Governors served during the year -

J M Guillum Scott	Chairman
Mrs M B Blackwell*	Vice Chairman
A B Adams*	
Mrs J R Allan*	
R W F Barnes*	
J L Blazey	
P F Boggis*	
Mrs S D Burton	
Mr P Daffern*	Chairman of Finance and Buildings Committee
Dr G A Dinnis	(resigned 13 March 2007)
Mrs S Jackson*	
Mrs N V F Rayne*	
Mr E P L Sandbach*	(appointed 23 June 2007)
Major General P L Spurgeon*	
Mrs V Tuck	

*Member of the Finance and Buildings Committee

Key Executives

The Headmaster	Mr A J P Nott
The Bursar	Mrs E C Moss (resigned 31 December 2007)
	Mr C P Bouwens (appointed 2 January 2008)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Company is governed by its Memorandum and Articles of Association dated 23 August 1967

Governing Body

The Directors, who are also required under the Articles to serve as members of the Company, are elected at a full Directors' Meeting on the basis of recommendations received from other Directors and the Headmaster. There is no fixed term of tenure.

The Chairman and Vice-Chairman of the Board are elected annually at the Annual General Meeting. The constitution requires the number of members of the Board to be not less than five and not more than twenty. One third of the Board retires in rotation each year and is eligible to stand for re-election. At the date of this report, there are fourteen Governors.

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

DIRECTORS' REPORT

For the Year ended 31 August 2007

Governing Body (cont.)

In accordance with the Articles of Association the Governors who are due to retire by rotation are Mr P Daffern, Mrs N Rayne, Mr E Sandbach, Maj Gen P Spurgeon and Mrs V Tuck

Trustee-training

New directors are inducted into the workings of the School, and of the Company as a registered charity, including Board Policy and Procedures, at an induction workshop specially organised for them by the Headmaster and Bursar, who also organise triennial strategic planning and trustee-training workshops for all Directors

Organisational Management

The Directors meet as a Board at least three times a year to determine the general policy of the Company and review its overall management and control, for which they are legally responsible. The Finance and Buildings Committee, chaired by Mr P Daffern, is made up of local Directors and meets three times a year, before the full Governors' meetings, to review the financial impact of strategic educational and property decisions and to make recommendations to the full Board at their next meeting. The day-to-day running of the School is delegated to the Headmaster and the Bursar who are supported by other members of the Senior Management Team

Group structure and relationships

St Hugh's is an active member of the IAPS for the promotion and maintenance of preparatory school standards generally and also takes part in peer group studies for the evaluation of quality and performance improvement methods. The School is also a member of ISBA for the promotion of efficient and effective administration and ancillary services at independent schools

St Hugh's benefits from the generosity of a thriving network of parents under the name of FOSH (Friends of St Hugh's School) whose close support we greatly appreciate and gladly acknowledge

Throughout the year the pupils of the school have raised funds for a number of charities as a result of awareness of issues in the outside world brought to their attention through the school curriculum

Risk Management

The Board with particular assistance from the Headmaster, Bursar and the Staff Senior Management Team, continue to keep the School's activities under review, particularly with regard to any major risks that may arise from time to time as well as the systems and procedures established to manage them. The major risks identified by this process have been mitigated to an acceptable level by internal control systems, insurance cover and other factors as appropriate

OBJECTIVES AND ACTIVITIES

The Principal Objective of the Company, in accordance with its Memorandum of Association continues to be the running of an independent school

Strategic Aim and Intended Effect

The School's strategic aim is the attainment of the highest academic levels whilst allowing pupils to benefit from our extra-curricular programme. This is intended to draw out their abilities and academic potential, awaken and develop wider interests in life and motivate them for a successful outcome at their chosen senior school

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

DIRECTORS' REPORT

For the year ended 31 August 2007 (continued)

Objectives for the Year

The Board's main objective continues to be to educate all the School's pupils to a high standard so that they will be fully able to benefit from their chosen senior school for the completion of their education in due course. Our strategy for achieving this is to recruit the best teaching and teaching support staff available, to identify each individual child's needs and to tailor our teaching methods as appropriate in each case. This is supported by a strong, effective pastoral care system.

The school has an agreed, comprehensive school development plan, published for parents, in which are outlined strategic objectives, which include the development of boarding, staff development, the improvement in ICT provision, enhancements in communication and the maintenance of a high quality, broad education.

Principal Activity

St Hugh's principal activity continues to be the provision of a co-educational boarding and day school for children aged 4 years to 13 years.

Grant-making

Bursaries continue to be offered and in the year just one was awarded. However this is set to rise in the following year including one that has been subjected to a means test.

Volunteers

On 1 September 2005 the funds held by Friends of St Hugh's School (FOSH) were incorporated into the school's accounts as a restricted fund. All future fundraising events have been carried out within the school's accounting and risk management procedures. Funds raised by FOSH are used to help fund the special projects and developments of the school. FOSH retains the right to elect a committee which also consists of the Headmaster and the Bursar.

ACHIEVEMENTS AND PERFORMANCE

Operational performance of the School

The School is authorised by the DfES to have 296 pupils.

All 30 of Year 8 passed Common Entrance examinations to gain entrance to the schools of their parents' first choice. 10 awards and scholarships were achieved by these pupils.

Fundraising performance

Fundraising events held during the year 2007 raised £12,919 for Restricted Funds. Development office costs amounted to £27,744. The department was created in January 2005 with a view to organising the centenary events and building a database of friends and alumni who may be prepared to support the school into its second century. The net cost of running this department is within budget.

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

DIRECTORS' REPORT

For the year ended 31 August 2007 (continued)

FINANCIAL REVIEW

Unrestricted funds resulted in a deficit amounting to £138,595 and restricted funds returned a surplus of £55,979 giving a total deficit for the year of £82,616. The School's long term plan is to increase the operating surplus to at least 10% of net fee income in order to finance the ongoing capital expenditure needed to upgrade the School's facilities in order to continue to develop and improve. The market value of the school properties is significantly in excess of book value.

Reserves Policy

The School does not hold any free reserves. All operating surpluses are invested in Fixed Assets in order to ensure the continued development and viability of the School.

Long term strategic plans are carefully reviewed to ensure that they can be properly funded within the available funding and all expenditure is carefully monitored to ensure that budgets laid down by Trustees are not exceeded. In the unlikely event of needing to call upon reserves the level and variety of Fixed Assets held are such that appropriate assets could be realised or used as security to raise sufficient resources to meet requirements.

The Governors' policy is to continue to generate surpluses and to build up free reserves but this is subject to the prior demands of the school to equip itself with the up-to-date facilities needed to maintain the standard of educational services currently provided.

FUTURE PLANS

A new school development plan now enshrines the strategic objectives of the school. This plan has been the result of consultation with staff, parents, pupils and governors and covers all aspects of the school's future development. It is reviewed and evaluated on a regular basis and made available to parents. The key objectives at present are to maintain pupil numbers and academic standards and to increase the operating surplus to 10% of net fee income so that the school can continue to develop.

AUDITORS

In accordance with Section 385 of the Companies Act 1985, a resolution proposing the reappointment of Mazars LLP as auditors to the company will be put to the Annual General Meeting.

STATEMENT OF DISCLOSURE TO AUDITORS

- (a) so far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware, and
- (b) they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board of Directors at its meeting on 7th March 2008 and signed on its behalf by



James Guillum Scott
Chairman

1 March 2008

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the Governors 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 surplus or deficit 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 disclosed and explained in the financial statements, and,
- prepare the financial statements on a 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. 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.

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

We have audited the financial statements of St Hugh's School (Carswell) Trust Limited for the year ended 31 August 2007 which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been prepared under accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described in the Statement of Directors' Responsibilities, the directors, who also act as trustees for the charitable activities of St Hugh's School (Carswell) Trust Limited, are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, whether the financial statements are properly prepared in accordance with the Companies Act 1985 and whether the information given in the Directors' Report is consistent with the financial statements. We also report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Directors' remuneration and transactions with the charity is not disclosed.

We read the Trustees'/Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material misstatement, 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, in accordance with United Kingdom Generally Accepted Accounting Practice of state of the charitable company's affairs as at 31 August 2007 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Directors' Report is consistent with the financial statements.

Mazars LLP

Mazars LLP
Chartered Accountants
and Registered Auditors

23 May 2008

Seacourt Tower
West Way
Oxford, OX2 0JG

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

(incorporating an Income and Expenditure account)

For the year ended 31 August 2007

	Note	Unrestricted Funds £	Restricted Funds £	Total 2007 £	Total 2006 £
INCOMING RESOURCES					
Incoming resources from generated funds					
<i>Voluntary income</i>					
Donations and gifts		300	56,538	56,838	8,945
<i>Activities for generating funds</i>					
Fundraising and trading	2	14,132	12,919	27,051	59,719
<i>Investment income</i>					
Bank interest		7,921	406	8,327	3,322
Incoming resources from charitable activities					
School fee income	3	2,985,769	-	2,985,769	2,946,453
Additional activities	3	51,281	-	51,281	31,209
TOTAL INCOMING RESOURCES		3,059,403	69,863	3,129,266	3,049,648
RESOURCES EXPENDED					
Costs of generating funds					
Fundraising and trading	4	(34,405)	(8,140)	(42,545)	(86,083)
Charitable activities					
School operating costs	4	(3,139,853)	(5,744)	(3,145,597)	(2,892,917)
Governance costs	4	(23,740)	-	(23,740)	(23,231)
TOTAL RESOURCES EXPENDED		(3,197,998)	(13,884)	(3,211,882)	(3,002,231)
NET MOVEMENT IN FUNDS		(138,595)	55,979	(82,616)	47,417
FOSH funds incorporated 1 September 2005	16	-	-	-	5,618
Balances brought forward at					
1 September 2006		1,757,719	24,175	1,781,894	1,728,859
BALANCES CARRIED FORWARD					
AT 31 AUGUST 2007	15&16	£1,619,124	£80,154	£1,699,278	£1,781,894

The Company's incoming and outgoing resources relate to continuing activities

The Company has no recognised gains or losses other than the net movement in funds for the year

The net movement in funds has been calculated on the historical cost basis

The notes on pages 9 to 19 form part of these financial statements

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

BALANCE SHEET

At 31 August 2007

	Notes	2007 £	2006 £
FIXED ASSETS			
School land, buildings and equipment	8	2,396,589	2,459,907
CURRENT ASSETS			
Investments	9	5,300	-
Stock	10	22,159	12,638
Debtors	11	62,480	102,908
Cash at bank and in hand		160,711	30,445
		250,650	145,991
CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR	12	(674,234)	(711,373)
NET CURRENT LIABILITIES		(423,584)	(565,382)
TOTAL ASSETS LESS CURRENT LIABILITIES		1,973,005	1,894,525
CREDITORS - AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	13	(273,727)	(112,631)
NET ASSETS		<u>£ 1,699,278</u>	<u>£ 1,781,894</u>
FUNDS			
Unrestricted	15	1,619,124	1,757,719
Restricted	16	80,154	24,175
	17	<u>£ 1,699,278</u>	<u>£ 1,781,894</u>

Approved by the Board on
and signed on its behalf by



1 May 2008

J M Guillum Scott
Chairman

These accounts have been prepared in accordance with the special provisions of
Part VII of the Companies Act 1985 relating to small companies
The notes on pages 9 to 19 form part of these financial statements

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007

1. Accounting policies

The financial statements have been prepared in accordance with the Companies Act 1985, applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities the Charities SORP 2005 and in accordance with the following policies

(a) Basis of accounting

The financial statements of the company are prepared under the historical cost convention

(b) Income

Fee income represents fees receivable in respect of tuition and accommodation of pupils in the period. Fees received for education to be provided in the future are treated as deferred income. Donations are brought into income in the year during which they are received.

Registration fees and fees for additional activities are recognised as income in the year in which they are receivable.

(c) Expenditure on buildings

All expenditure incurred on buildings is written off in the year in which it arises except where additional teaching or accommodation space is achieved, in which case it is capitalised.

(d) Fixed Assets and Depreciation

Fixed assets are included in the financial statements at cost, less accumulated depreciation. Individual assets costing more than £3,000 are capitalised. Depreciation of tangible fixed assets is provided on a straight line basis, calculated at annual rates estimated to write off each asset over the term of its useful life. The depreciation rates applicable are included in Note 8 of the financial statements.

Depreciation is charged on specialised buildings. These buildings have an estimated useful life of 25 years. No depreciation is charged on non-specialised buildings. The trustees consider that because these non-specialised buildings are maintained to a high standard they have very long useful lives and high residual value. Any depreciation charged would be immaterial both in the current year and on a cumulative basis. The trustees will undertake an impairment review of the non-specialised buildings every three years to ensure that their carrying value in the accounts is not more than their realisable value.

(e) Finance leases

Assets held under finance leases are capitalised at cost. Depreciation is calculated to write off this amount over the shorter of the lease term and the useful life of the asset. Rents payable are apportioned between the finance charge and the capital sum outstanding.

(f) Operating leases

Rentals payable under operating leases are charged on a straight line basis over the term of the lease.

(g) Stock

Stock is valued at the lower of cost and net realisable value.

(h) Taxation

The company is registered as a charity and is entitled for the current year to the exemptions provided by Section 505 Income and Corporation Taxes Act 1988.

(i) Value Added Tax

The company is exempt from registration for value added tax purposes. All items of expenses in the income and expenditure account therefore include, where appropriate, the related amount of value added tax.

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

1. Accounting policies (continued)

(j) Pension costs

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 multi-employer pension scheme and it is not possible to identify the assets and liabilities of the Scheme which are attributable to the Charity. In accordance with FRS17 the scheme is accounted for as a defined contribution scheme and contributions are accounted for when advised as due by the Scheme Administrator.

The school also contributes to personal pension schemes for non teaching staff and these contributions are accrued in the period to which they relate.

(k) Allocation of costs to direct charitable and other expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to do so.

Expenditure is summarised under functional headings either on a direct cost basis or, for overhead costs, apportioned according to management estimates of staff time spent.

Charitable activities include costs directly related to the running of the school.

Support costs represent the staffing and associated costs of finance, personnel and general administration in supporting the school.

Governance costs include the cost of governance arrangements which relate to the general running of the charity as opposed to the direct management functions inherent in generating funds or service delivery of the charitable activities. This includes such items as a proportion of the Bursar's salary, costs of external audit, expenses incurred by governors in carrying out their duties as trustees and costs associated with constitutional and statutory requirements.

Generating Funds includes costs of raising funds from external sources such as alumni, past parents and friends of the school. Costs of raising funds from the current parent base are included in charitable activities.

Trading costs relate to the costs of goods sold.

(l) Grants Payable

Grants payable are charged as expenses in the year during which they are paid.

(m) Funds

Funds held by the charity are:

Unrestricted funds are funds that can be used in accordance with the charitable objects at the discretion of the Governors.

Designated funds are funds set aside by the Governors out of unrestricted funds for specific purposes.

Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

(n) Investments

Listed investments are held at market value.

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

2 Incoming resources – Fundraising and trading

	Unrestricted Funds £	Restricted Funds £	Total 2007 £	Total 2006 £
Income from fundraising events	-	12,919	12,919	45,846
Surcharge for late fees	2,374	-	2,374	4,079
Lettings and rents receivable	6,716	-	6,716	6,008
Trading income	5,042	-	5,042	3,786
	14,132	12,919	27,051	59,719

3 Incoming resources from charitable activities

The income and surplus is attributable to the principal activity of running a preparatory school. The income all arose within the United Kingdom.

	Unrestricted Funds £	Restricted Funds £	Total 2007 £	Total 2006 £
School fees (gross)	3,118,808	-	3,118,808	3,070,282
Less Bursaries and allowances	(133,039)	-	(133,039)	(123,829)
	2,985,769	-	2,985,769	2,946,453
Additional activities	51,281	-	51,281	31,209
	3,037,050	-	3,037,050	2,977,662

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

4 Analysis of total resources expended

	Total 2007 £	Total 2006 £
Costs of generating funds		
Development costs	27,498	29,817
Trading costs	6,907	14,584
Restricted expenditure	8,140	41,682
Total cost of generating funds	42,545	86,083
Charitable Activities		
School operating costs:		
Teaching	1,810,565	1,722,519
Early retirement package	160,699	-
Welfare & catering	379,771	403,856
Premises & cleaning	529,692	518,847
Support costs (see notes 1(k) & 5)	259,126	246,427
Restricted resources expended	5,744	1,268
	3,145,597	2,892,917
Governance (see notes 1(k) & 6)	23,740	23,231
Total resources expended	3,211,882	3,002,231

5 Finance costs

Support costs in Note 4 above include finance costs as follows

	2007 £	2006 £
Bank loan interest	927	2,976
HP interest	2,432	3,104
Other interest charges	2,010	7,716
Net bad debt charge/(credit)	(10,701)	13,711
	(5,332)	27,507

6 Auditors' remuneration

Governance costs include auditors' remuneration as follows

	2007 £	2006 £
Fees for audit services	7,230	7,660
Other services	469	235
	7,699	7,895

NOTES TO THE FINANCIAL STATEMENTS

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

For the year ended 31 August 2007 (continued)

7 Staff costs

	2007 £	2006 £
Wages and salaries	1,650,509	1,548,752
Social security costs	132,504	124,607
Other pension costs	190,579	176,085
	<u>1,973,892</u>	<u>1,849,444</u>

	2007 Number	2006 Number
The average number of persons employed by the company during the year		
Teaching	62	64
Non Teaching	16	15
	<u>78</u>	<u>79</u>

No trustee received remuneration during the year

Trustees incurred accommodation and subsistence costs amounting to £1,187 (2006 £1,709)

Trustees indemnity insurance of £195 (2006 £195) was paid during the year

The following number of employees received remuneration greater than £60,000

	2007 Number	2006 Number
£70,001 to £80,000	-	1
£80,000 to £90,000	1	-

The number of higher paid staff to which benefits were accruing under defined benefit pension schemes was 1 (2006 1)

In addition to staff employed directly by the school, 10 catering staff and 8 cleaning staff are employed under two sub-contracts (2006 11 and 10 respectively) The cost of the catering and cleaning contracts for the year was £119,784 and £68,624 respectively (2006 £133,444 and £67,274)

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

8. Tangible fixed assets

	Freehold Property £	Sports Equipment £	School Equipment £	Fixtures & Equipment £	Motor Vehicles £	Total £
Cost						
At 1 September 2006	3,367,953	22,867	186,505	171,646	51,571	3,800,542
Additions	410	-	89,090	5,381	-	94,881
Disposals	-	-	(5,375)	(8,018)	(3,166)	(16,559)
At 31 August 2007	3,368,363	22,867	270,220	169,009	48,405	3,878,864
Accumulated depreciation						
At 1 September 2006	998,193	11,179	163,066	116,626	51,571	1,340,635
Disposals	-	-	(5,375)	(8,018)	(3,166)	(16,559)
Charge for the year	114,742	2,286	19,649	21,522	-	158,199
At 31 August 2007	1,112,935	13,465	177,340	130,130	48,405	1,482,275
Net book value						
At 31 August 2007	2,255,428	9,402	92,880	38,879	-	2,396,589
At 31 August 2006	2,369,760	11,688	23,439	55,020	-	2,459,907
Depreciation rates	Nil, 10% & 4%	10%	10 - 20%	10-33 ¹ / ₃ %	20 - 25%	

The bank holds a legal charge over the freehold property

Specialised buildings included in freehold property are depreciated in accordance with the accounting policy set out in Note 1(d)

In 2005 a valuation of the property was undertaken for insurance purposes and this indicated that it was not impaired below its value in the financial statements

The net book value of fixed assets includes £21,099 (2006 £40,949) in respect of assets held under finance lease and hire purchase contracts. The related depreciation charged against the assets held under finance lease is £934 (2006 £6,405)

9. Current asset investments

	2007 £	2006 £
At current value 1 September 2006	-	-
Donations to Centenary fund	5,300	-
	<u>5,300</u>	<u>-</u>

The investment was sold after the year end

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

10 Stock

	2007	2006
	£	£
Provisions, stationery, pool chemicals, books and uniforms	22,159	12,638

11 Debtors - amounts due within one year

	2007	2006
	£	£
Trade debtors	25,738	27,848
Other debtors	21,144	48,123
Prepayments	15,598	26,937
	62,480	102,908

12 Creditors – amounts falling due within one year

	2007	2006
	£	£
Bank overdraft	32,209	261,300
Bank loans	-	28,199
Hire purchase creditor	4,598	13,409
Final term deposits	11,100	6,800
Advance Fee Scheme	73,593	36,666
Trade creditors	84,155	77,807
Social security costs	40,910	35,952
Pension creditor	31,380	-
Other creditors	31,749	21,861
Accruals and deferred income	364,540	229,379
	674,234	711,373

The bank overdraft is secured by a legal charge over Carswell House and Carswell Manor

13. Creditors – amounts falling due after one year

	2007	2006
	£	£
Hire purchase creditor	6,131	10,729
Advance Fee Scheme	58,527	33,052
Final term deposits	79,750	68,850
Pension creditor	129,319	-
	273,727	112,631

The pension creditor relates to future unfunded pension costs. The amount has been calculated using average life expectancy data and has not been uplifted for inflation

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

13. Creditors – amounts falling due after one year (continued)

Analysis of debt maturity 2007:	Bank loans and overdrafts £	Fees in advance scheme £	Final term deposits £	Total £
Amounts payable				
In one year or less or on demand	32,209	73,593	11,100	116,902
In more than one year but not more than two years	-	26,737	8,750	35,487
In more than two years but not more than five years	-	31,790	29,500	61,290
In five years or more	-	-	41,500	41,500
	<u>32,209</u>	<u>132,120</u>	<u>90,850</u>	<u>255,179</u>

Analysis of debt maturity 2006:	Bank loans and overdrafts £	Fees in advance scheme £	Final term deposits £	Total £
Amounts payable:				
In one year or less or on demand	289,499	36,666	6,950	333,115
In more than one year but not more than two years	-	11,882	7,350	19,232
In more than two years but not more than five years	-	21,170	25,750	46,920
In five years or more	-	-	35,600	35,600
	<u>289,499</u>	<u>69,718</u>	<u>75,650</u>	<u>434,867</u>

Obligations under finance leases and hire purchase contracts:	2007 £	2006 £
Amounts payable:		
In one year or less	4,598	13,409
In more than one year but not more than two years	4,598	4,598
Within two to five years	1,533	6,131
After five years	-	-
	<u>10,729</u>	<u>24,138</u>

14 Advance Fees Scheme

Parents may enter into a contract to pay the school the equivalent of up to 9 years' tuition fees in advance. The money may be returned subject to specific conditions. Assuming pupils will remain in the school advance fees will be applied as shown in note 12 above. Movements during the year were

	2007 £	2006 £
Balance at 1 September 2006	69,718	55,724
New contracts	103,753	47,533
Amounts credited to contracts	<u>5,609</u>	<u>3,836</u>
	179,080	107,093
Amounts used to settle fees due	<u>(46,960)</u>	<u>(37,375)</u>
Balance at 31 August 2007	<u>132,120</u>	<u>69,718</u>

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

15 Unrestricted Funds

	At 1 September 2006	Deficit for year	Transfers from restricted funds	At 31 August 2007
	£	£	£	£
Bursary fund	104,836	-	-	104,836
General fund	1,652,883	(138,595)	-	1,514,288
	1,757,719	(138,595)	-	1,619,124

16 Restricted funds – movements in the year

	At 1 Sept 2006	Income	Expended	At 31 August 2007
	£	£	£	£
Cannon Classics Prize	-	385	-	385
Centenary fund	6,966	55,986	-	62,952
Friends of St Hugh's	3,072	13,085	11,449	4,708
Helm Poetry Fund	476	-	-	476
Library fund	1,235	-	1,235	-
Professor McFarlane Prize Fund	409	-	-	409
Paul Snow Memorial Prize	12,017	407	1,200	11,224
	24,175	69,863	13,884	80,154

The **Cannon Classics Prize** was set up by Derek Cannon, a former Headmaster, to provide an annual prize to a student studying classics

The **Centenary Fund** was launched to celebrate the School's centenary in 2006. Funds raised will be used, at the Governors' discretion, to fund enhancement to our facilities and to set up a Bursary Fund to provide Means tested bursaries

The **Helm poetry prize** was provided by a parent to fund an annual poetry prize

The **Library Fund** was established to improve library facilities. During the year the area was refurbished and the fund is now exhausted

Professor McFarlane, a former governor, set up a fund to provide an annual prize to a student studying French

The **Paul Snow Fund** is in memory of a former pupil. It exists to provide grants to other former pupils to help to fund worthwhile projects undertaken by them following secondary education

Friends of St Hugh's raises funds for the school to provide items that would not usually be covered by day to day budgets. The fund raises £1,000 per annum for a nominated local charity to provide funds for parents and children in need

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

17. Analysis of net assets between funds

	Tangible fixed assets £	Net assets/ (liabilities) £	Total 2007 £
Restricted funds			
Cannon Classics Prize		385	385
Centenary fund	5,300	57,652	62,952
Friends of St Hugh's	-	4,708	4,708
Helm poetry fund	-	476	476
Professor McFarlane prize fund	-	409	409
Paul Snow memorial fund	-	11,224	11,224
	5,300	74,854	80,154
Unrestricted Funds	2,391,289	(772,165)	1,619,124
	2,396,589	(697,311)	1,699,278

18 Pension costs

Contributions are made to The Teachers' Pension Scheme (TPS), and various pension schemes held with The Standard Life Assurance Company

The TPS is a defined benefit multi-employer pension scheme. The school is unable to identify its share of the underlying notional assets and liabilities of the scheme and accordingly the school has accounted for the scheme as if it were a defined contribution scheme.

The pension cost charge represents contributions payable by the school to the various schemes and amounted to £190,579 (2006 £176,085). At 31 August 2007 contributions amounting to £24,772 (2006 £36,458) were payable and are included in creditors.

19 Related party transactions

There were no related party transactions during the year. During the year an adult child of a Governor was employed by the school and these costs amounting to £4,573 are included in teaching salary costs in Note 4 (2006 £nil).

ST HUGH'S SCHOOL (CARSWELL) TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2007 (continued)

20 Other financial commitments

At the end of the year the following annual commitments existed in respect of non cancellable operating leases

	2007 £	2006 £
Leases expiring		
Within one year	-	-
In more than one year but not more than two years	-	-
In more than two years but not more than five years	2,767	-
	<u>2,767</u>	<u>-</u>
 In five years or more	 -	 -
	<u>2,767</u>	<u>-</u>

At the end of the year the following annual commitments existed in respect of non-cancellable maintenance agreements

	2007 £	2006 £
Agreements expiring		
Within one year	-	-
In more than one year but not more than two years	7,164	-
In more than two years but not more than five years	18,150	16,560
	<u>25,314</u>	<u>16,560</u>
 In five years or more	 -	 -
	<u>25,314</u>	<u>16,560</u>