ST. CLARE'S, OXFORD

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 AUGUST 2015

St. Clare's, Oxford
Company number 1986868
Registered as a Charity 294085

SATURDAY
A4YPTD7K
A08 16/01/2016 #45
COMPANIES HOUSE

ST. CLARE'S, OXFORD

FINANCIAL STATEMENTS
For the year ended 31 August 2015

CONTENTS

	Pages
Report of the Governors including the Strategic Report	1 - 7
Statement of Governors' Responsibilities	8
Report of the Independent Auditor	9 - 10
Consolidated Statement of Financial Activities	11
Balance Sheets	12
Consolidated Cash Flow Statement	13
Statement of Accounting Policies	14 - 15
Notes to the Financial Statements	16 - 23

REPORT OF THE GOVERNORS

The Governors present their report and the audited Financial Statements for the year ended 31 August, 2015.

Reference and Administrative Details of the Charity, its Trustees and Advisers

St. Clare's, Oxford (St. Clare's) is a Company limited by guarantee, registered number 1986868 and registered as a charity, number 294085. The address and registered office is 139 Banbury Road, Oxford, OX2 7AL.

Governors

The Governors of St. Clare's, who are also the Trustees of the Charity and the Directors of the Company, are members of the Company but, as there is no share capital, none have any interest in the Company as defined by the Companies Act 2006. The Governors who served during the year or were appointed or resigned subsequently are:

Governor	*Appointed*	*Resigned/Retired*	*Last Reappointment*
Mr John Church	14 June, 2007		4 December 2012
Mrs Moira Darlington	13 June, 2013		
Mr Richard Dick - Chairman	22 March, 2001		4 December 2012
Dr Yao-Su Hu	5 June, 2003		10 December 2013
Miss Irina Kirillova	1 July, 1994		11 December 2014
Ms Ann Lewis	23 November, 2000		11 December 2014
Mr Paul Mason	11 March, 2010		10 December 2013
Mr James Offen	21 November 2002		11 December 2014
Mr Peter Oppenheimer	11 April, 1986		10 December, 2013
Mr Jens Tholstrup	22 March, 2006		11 December 2014
Mr Laurence Whitehead	22 March, 2001		10 December 2013

Key Personnel

The key personnel who served during the year were:

Principal	Mrs Paula Holloway, MSc, BSc, PGCE, Cert. TEFL, Cert. Applied Linguistics
Bursar and Company Secretary	Mr Nick Paladina, MA (Oxon), FCA, FRSA

Advisers

Principal Bankers	Barclays Bank plc, Oxford Corporate Banking Centre, PO Box 858, Oxford, OX2 0XP CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ Handelsbanken , Seacourt Tower, 7th Floor, West Way, Botley, Oxford, OX2 0JJ
Solicitors	Lewis Silkin, King Charles House, Park End Street, Oxford, OX1 1JD White & Black, The Great Barn, Oxford Road, Old Chalford, OX7 5QR Plainlaw, 11a West Way, Oxford, OX2 0JB
Auditor	Crowe Clark Whitehill LLP, Aquis House, 49-51 Blagrave Street, Reading, Berkshire, RG1 1PL
Surveyors	Marriotts, 29 Beaumont Street, Oxford, OX1 2NP
Insurance Brokers	Honour Point Limited, 88 Hagley Road, Edgbaston, Birmingham, B16 8LU

Structure, Governance and Management

Structure

St. Clare's was founded in 1953. It was formed into a trust on 8 March, 1962 and registered as a charity on 13 December, 1985. The company limited by guarantee was incorporated on 6 February, 1986.

Subsidiary company

St. Clare's Services Limited was incorporated on 30 April, 2008. The subsidiary was formed to manage the property developments of St. Clare's, and will Gift Aid any profit it makes to St. Clare's (see note 4 to the Financial Statements). St. Clare's owns 100% of the subsidiary's share capital, and these Financial Statements present the consolidated results of both entities.

Governance and Management

Under the Company's Articles of Association the number of Governors shall not be less than five nor more than twenty. New Governors are appointed at a full Governors' meeting and serve until the next Annual General Meeting, when they are eligible for re-election. At each Annual General Meeting one-third of the Governors currently serving, or the nearest number to one-third, retire, the Governors retiring being those who have been longest in office since their election or last re-appointment. A retiring Governor is eligible for re-appointment.

New Governors are asked to join St. Clare's by general agreement of the serving Governors. St. Clare's particularly wants to appoint people with experience in education, finance, property and general management. New Governors are given briefings on the operations of St. Clare's and receive a selection of printed material to assist them in their understanding of the College's operations and its current position.

The Governors meet three times a year but may meet more frequently if required. The Board of Governors has one Committee; Finance, Personnel & General Purposes. The Committee meets four times a year. The Governors who served on the Committee during the year are:

Finance, Personnel & General Purposes - Mr John Church (Committee Chairman), Mr Richard Dick (ex officio), Mr Paul Mason, Mr James Offen, and Mr Peter Oppenheimer.

The Board also has an Academic Forum which meets three times a year (immediately prior to the full Governors meeting) to discuss educational matters presented by members of the senior management of St. Clare's.

Decisions and powers

The Governors determine the general policy of St. Clare's and approve the College's business plan, the five-year financial plans and the annual operating budget. The day-to-day management of St. Clare's is delegated to the Principal and Bursar. The Governors receive regular papers giving details of St. Clare's performance against its targets, which are monitored at Board and Committee meetings.

The Memorandum and Articles of Association permit moneys to be invested in such investments, securities or property as may be thought fit. Surplus cash is placed on deposit with deposit takers with a Standard and Poor rating of at least A- as authorised by the Finance, Personnel & General Purposes Committee.

Objectives and Activities

Objectives

The objects set out in the Company's Memorandum of Association are to:

- advance international education and understanding;
- acquire, establish, maintain and carry on schools, nursery schools, kindergartens, colleges and educational institutions.

Activities

The principal activity of St. Clare's is the operation of educational courses in Oxford. The main courses offered are for the International Baccalaureate Diploma, English as a Foreign Language, Liberal Arts at university level for visiting students, mainly from the United States, and short summer courses in English. In addition, courses are offered for teachers, and English language testing, and consultancy work is undertaken.

STRATEGIC REPORT

Achievements and Performance

The Banbury Road Campus is the principal base for courses for pre-university students aged 16-19. The Bardwell Road Centre is the principal base for courses for students aged over 18. Aggregated bookings on all courses run during the year were as follows:

	2015 Student Weeks	2014 Student Weeks
Total weeks	15,765	16,021

St. Clare's, Oxford has had another very successful year. The College was founded in 1953 by Anne Dreydel and Pamela Morris who wished, amongst other things, to promote interaction between students from England and Europe after the Second World War. The College continues to support and give meaning to their ambitions by maintaining its mission of promoting international education and understanding. Last year 83 nationalities were represented at St. Clare's and 19 different languages were taught.

The College operates a number of business streams on two sites. The PreIB and International Baccalaureate Diploma are taught at the IB World College on the Banbury Road site. Separately, courses for students aged 17+ are taught at the International College situated at Bardwell Road.

At the IB World College, students prepare for the International Baccalaureate Diploma which is taken in May of each year. Results for May 2015 were excellent; the mean score was slightly higher than last year and two students achieved the perfect score of 45 points.. In this context, it should be noted that, world-wide, only 0.02% of all students who take the IB Diploma each year achieve 45 points. Twenty six percent of students achieved 40 points or more (the equivalent of 4 x grades A* at A level). 100% of students passed the IB Diploma against a world-wide average of 78%.

In the official government Performance Tables released in February each year, the College maintained its position as having the best Key Stage 5 (sixth form) results in Oxfordshire, using the average point score per student measure. Out of 4,630 secondary state and independent schools in England, St. Clare's was ranked 10th. The schools ranked above St. Clare's are selective state and independent schools. Again, no other sixth form college is ranked higher than St. Clare's.

Achievements and Performance (Continued)

At the International College site on Bardwell Road, students take a variety of courses. These include: English Language courses, the University Foundation Course, and English plus Academic Subjects. The College also runs semester programmes for undergraduate students mainly from the US. The University of Record for this course is the University of San Diego. Results have been very good at the International College although Performance Tables are not available to allow direct comparisons with other institutions.

The College runs a nine-week summer programme of English Language Courses and courses related to the IB Diploma at the main site at Banbury Road, at the International College at Bardwell Road and also at Rye St. Anthony which is hired every year for students aged 10 to 15.

Strong recruitment has allowed St. Clare's to continue to act on the recommendations made in the Condition Survey as well as refurbishing its residences. During the year ending 31 August, 2015, the main focus has been on redeveloping the site at 121 Banbury Road. When finished in November 2015, the site will contain two residences, one for male and one for female students, and a new art studio. House 131, Banbury Road has been refurbished including the replacement of all windows. A new suite of offices has been created on the top floor of the building.

The Pamela Morris Building was officially opened on 25 September, 2014 and has proved to be a great success with students and their teachers.

The College has also used surpluses to award 33 scholarships and bursaries to help more young people have access to the College who would otherwise not be able to do so. All scholarships and bursaries are means tested.

As in the previous six years, all employees have been given a pay increase; this year, the general award was 1%. St. Clare's remains a good place to work both because of the terms and conditions which it offers employees but also because of the positive workplace environment which the College promotes. Staff turnover is low and, despite the expense of living in Oxford, excellent quality teachers and other staff have been recruited to replace those who leave.

In short, the College has had another good year.

Achievements and Performance (Continued)

Public Benefit

33 students *(2014: 32)* on the International Baccalaureate received scholarships and bursaries amounting to £687,627 *(2014: £565,191)*. Scholarships and bursaries were awarded on other courses for 3 places *(2014: 3)* amounting to £17,305. *(2014: £16,530)*. 92 students *(2014: 112)* graduating this year obtained places to study at universities and 11 *(2014: 8)* commenced a gap year before going on to university.

All awards of scholarships and bursaries are means tested. For the International Baccalaureate St. Clare's invites applications for awards, and candidates attend a day at St. Clare's during which they are tested for academic ability, all-round suitability for the demands of the two year programme and life in a college with students from a variety of national backgrounds. Parents or other representatives of the candidates are interviewed on their financial position. Awards are made on the basis of students' performances during the scholarship day, school reports and an assessment of the maximum amount which parents can afford to pay towards the fees.

All students on the International Baccalaureate are required to participate in the CAS Programme (Creativity, Activity & Service) and to complete a minimum of fifty hours of Service in the two year course. The programme is carried out under guidelines provided by the International Baccalaureate Organization (IBO). Students are able to choose Service activities within or outside St. Clare's – recycling, the Student Council, teaching languages to other students, voluntary work in a charity shop, exercise for children, visiting the elderly, conservation, working in a primary school library and crèche or teaching assistants for the North Oxford Association.

St. Clare's provides accommodation for two language schools operating classes on Saturday mornings.

The Governors confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the grant making policy for the year.

Financial Review

St. Clare's consolidated financial results for the year were as follows:

	2015 £000	2014 £000
Surplus for the year	719	313
Net cash inflow from operating activities	1,352	725
Plus: Returns on investment net costs of servicing finance	2	14
Less: Capital expenditure net of proceeds on disposals	(5,160)	(3,738)
Decrease in overall cash balances	(3,806)	(2,999)
Cash at the beginning of the year	2,516	5,515
Cash at the end of the year	(1,290)	2,516
Represented by:		
Bank Current and Deposit Accounts	410	2,516
Bank loans outstanding at the end of the year	(1,700)	-
Net debit/funds at the end of the year	(1,290)	2,516

As a registered charity St. Clare's is generally exempt from Corporation Tax on its income and gains under Part 11 of CTA 2010 and S256 TCGA 1992.

The charity's wholly owned trading subsidiary, St Clare's Services Limited, was set up as an efficient way to manage and control construction services on the charity's properties. Total profits of £82,538 were generated and gift aided to the St. Clare's *(2014: profit of £1,338)*.

Principal Risks and Uncertainties

The Governors have reviewed the major strategic, business and operational risks to which St. Clare's is exposed, and systems have been introduced for continual assessment of those risks. The risk register and procedures for regular monitoring have been established in order to minimise exposure to risk. Regular reports are made to the Governors. There is a Business Continuity Plan in the event of a major disaster affecting St. Clare's students, staff or buildings.

The Governors have also reviewed the financial risks to which St. Clare's is exposed. St. Clare's uses various instruments to maintain its financial position and fund its operational needs, including fees receivable from students. Fees due from individual students and agents are relatively small by comparison with St. Clare's aggregate annual turnover and the financial risk associated with them is assessed to be significantly less than the impact of changes driven by the market or of upheavals caused by epidemic, war and terrorism.

Reserves

Note 11 to the Financial Statements sets out the restricted and unrestricted funds and the assets attributable thereto. These assets are sufficient to meet St. Clare's obligations on a fund by fund basis.

The College's tangible assets are held for use by St. Clare's. The reserves are chiefly invested in properties used for the purposes of teaching and providing residential accommodation for students, consequently, and in keeping with other schools, the College has no free reserves (as defined by the Charity Commission). The College would seek to hold reserves equivalent to one term's operating costs subject to the prior demands to maintain the College's facilities to an appropriate standard.

St. Clare's has made a surplus for the year. In line with the policy in recent years, this will be used to partially finance the redevelopment of 121 Banbury Road that is taking place over the forthcoming year.

Other funds are held on deposit to cover seasonal variations in cash flow or a temporary fall in income. Cash holdings of an average of at least two months' operating costs are held for these purposes.

Property

There have been no changes to the St. Clare's portfolio of properties during the year.

The College continued the planned maintenance work on its properties in accordance with the priorities identified in the condition survey undertaken in 2010. Construction work on the development of student accommodation and a new art teaching facility at 121 Banbury Road began in June 2014 for and was completed and occupied in November 2015.

Plans for the future

St. Clare's business of providing courses will continue in much the same way as in previous years. The College will continue to seek out new markets in order to keep the flow of student enrolments for all of its courses as high as possible. Work will continue, as appropriate, to revise the content of certain courses so as to keep them in line with market expectations and developments in education. St. Clare's will continue to promote the concept of Global Citizenship with its staff and students and within the wider community.

Transactions with Governors and other connected persons

Transactions with Governors or other connected persons during the year are set out in note 16 to the financial statements.

Provision of information to auditors

In so far as each of the Governors is aware:

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

Auditor

In accordance with Section 485 of the Companies Act 2006, a resolution proposing the re-appointment of Crowe Clark Whitehill LLP as auditors to the company will be put to the Annual General Meeting.

The Report of the Governors, under the Charities Act 2011 and the Companies Act 2006, was approved by the Board of Governors on 10 December 2015 including approving in their capacity as company directors the Strategic Report contained therein, and is signed as authorised on its behalf by:

Nick Paladina
Company Secretary

10 December 2015

STATEMENT OF GOVERNORS' RESPONSIBILITIES

The Governors (who are also directors of St. Clare's, Oxford for the purposes of company law and trustees for the purposes of charity law) are responsible for preparing the Report of the Governors and the financial statements in accordance with applicable law and regulations.

Company law requires the Governors to prepare financial statements for each financial year. Under that law the Governors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period.

In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting 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 charitable group will continue in business.

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

The Governors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Crowe Clark Whitehill LLP
Chartered Accountants
Aquis House
49-51 Blagrave Street
Reading
Berkshire RG1 1PL
Tel: +44 (0)118 959 7222
Fax: +44 (0)118 958 4640
www.croweclarkwhitehill.co.uk

ST. CLARE'S, OXFORD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. CLARE'S, OXFORD

We have audited the financial statements of St. Clare's, Oxford for the year ended 31 August 2015 which comprise the Consolidated Statement of Financial Activities (incorporating the Income and Expenditure Account), the Group and Parent Charitable Company Balance Sheets, the Group Cash Flow Statement and the related notes.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 charitable 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 the Governors and Auditors

As explained more fully in the Statement of Governors' Responsibilities, the Governors (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 151 of the Charities Act 2011 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Strategic report and the Report of the Governors to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Crowe Clark Whitehill LLP is a limited liability Partnership registered in England and Wales with registered number OC307043. The registered office is at St Bride's House, 10 Salisbury Square, London EC4A 8EH. Registered by the Institute of Chartered Accountants in England and Wales to carry out company audit work. Authorised and regulated by the Financial Services Authority. Crowe Clark Whitehill LLP is an independent member of Crowe Horwath International, with offices and associated firms throughout the UK and Worldwide. A list of members' names is available at the above address.

Crowe Clark Whitehill LLP
Chartered Accountants
Aquis House
49-51 Blagrave Street
Reading
Berkshire RG1 1PL
Tel: +44 (0)118 959 7222
Fax: +44 (0)118 958 4640
www.croweclarkwhitehill.co.uk

ST. CLARE'S, OXFORD

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. CLARE'S, OXFORD

Opinion on financial statements

In our opinion the financial statements:

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

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Strategic Report and Report of the Governors for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

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

- the parent charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records or returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Alastair Lyon
Senior Statutory Auditor
For and on behalf of
Crowe Clark Whitehill LLP
Statutory Auditor
Aquis House
49-51 Blagrave Street
Reading
Berkshire
RG1 1PL

14 December 2015

Crowe Clark Whitehill LLP is a limited liability Partnership registered in England and Wales with registered number OC307043. The registered office is at St Bride's House, 10 Salisbury Square, London EC4A 8EH. Registered by the Institute of Chartered Accountants in England and Wales to carry out company audit work. Authorised and regulated by the Financial Services Authority. Crowe Clark Whitehill LLP is an independent member of Crowe Horwath International, with offices and associated firms throughout the UK and Worldwide. A list of members' names is available at the above address.

ST. CLARE'S, OXFORD

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME & EXPENDITURE ACCOUNT)
For the year ended 31 August, 2015

	Notes	Unrestricted Funds £000	Restricted Funds £000	Total 2015 £000	Total 2014 £000
INCOMING RESOURCES					
Income from Charitable Activities					
Fees receivable	1	12,847	-	12,847	12,658
Other income		687	-	687	713
Incoming Resources from Generating Funds					
Bank and other interest		2	-	2	14
Total incoming resources		13,536	-	13,536	13,385
RESOURCES EXPENDED					
Direct charitable activities	2	12,796	-	12,796	13,050
Governance costs	2	21	-	21	22
Total resources expended	2	12,817	-	12,817	13,072
Net income for the year and net movement in funds	11	719	-	719	313
Balances brought forward at 1 September, 2014	11	17,345	16	17,361	17,048
Balances carried forward at 31 August, 2015	11	18,064	16	18,080	17,361

All incoming resources and resources expended derive from continuing activities

Information up to and including net income and expenditure represents the information required by the Companies Act 2006. It excludes unrealised gains on investments in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" as revised in 2005.

HISTORICAL COST SURPLUSES AND DEFICITS				
Reported surplus for the year	719	-	719	313
Difference between the historical cost depreciation charge and the depreciation charge based on revalued amounts	54	-	54	53
Historical cost surplus retained for the year	773	-	773	366

The accompanying accounting policies and notes form an integral part of these Financial Statements

ST. CLARE'S, OXFORD
COMPANY REGISTRATION NUMBER: 01986868

BALANCE SHEETS
As at 31 August, 2015

	Notes	Consolidated 2015 £000	Consolidated 2014 £000	Company 2015 £000	Company 2014 £000
FIXED ASSETS					
Investments	4	-	-	-	-
Tangible assets	5	26,110	21,559	26,259	21,623
		26,110	21,559	26,259	21,623
CURRENT ASSETS AND LIABILITIES					
Stocks	6	65	57	65	57
Debtors	7	1,564	1,310	1,542	1,310
Cash at bank and in hand		410	2,516	397	2,516
Total current assets		2,039	3,883	2,004	3,883
Creditors falling due within one year	8	(8,064)	(7,753)	(8,029)	(7,753)
Net current liabilities		(6,025)	(3,870)	(6,025)	(3,870)
Total assets less current liabilities		20,085	17,689	20,234	17,753
Creditors falling due after more than one year	9	(2,005)	(328)	(2,005)	(328)
Net assets		18,080	17,361	18,229	17,425
FINANCED BY:					
Capital reserve	11 & 12	1,313	1,313	1,313	1,313
Revaluation reserve	11 & 12	5,092	5,146	5,092	5,146
General Fund	11 & 12	11,659	10,886	11,808	10,950
Unrestricted funds		18,064	17,345	18,213	17,409
Restricted funds	11 & 12	16	16	16	16
Total funds		18,080	17,361	18,229	17,425

The Financial Statements were approved by the Board of Governors on 10 December 2015

Richard Dick
Chairman

The accompanying accounting policies and notes form an integral part of these Financial Statements

ST. CLARE'S, OXFORD

CONSOLIDATED CASH FLOW STATEMENT
For the year ended 31 August, 2015

	2015 £000	2014 £000
CHANGES IN CASH BALANCES		
Net cash inflow from operating activities	1,352	725
Returns on investments and servicing of finance		
Interest received	2	14
Net cash inflow from returns on investments and servicing of finance	2	14
Capital expenditure and financial investment		
Payments to acquire tangible fixed assets	(5,160)	(3,738)
Net cash outflow before financing	(5,160)	(3,738)
Financing		
Bank Loan	1,700	-
Decrease in cash balances	(2,106)	(2,999)
RECONCILIATIONS		
Net incoming resources to net cash flow from operations		
Net incoming resources	719	313
Net interest	(2)	(14)
Operating surplus	717	299
Depreciation and amortisation charge	609	507
(Increase)/decrease in stocks	(8)	(2)
(Increase)/decrease in debtors	(254)	(139)
Increase in creditors	288	60
Net cash inflow from operating activities	1,352	725
Net cash flow to movement in net debt/funds		
Movement in net funds during the year	(2,106)	(2,999)
New loans in year	(1,700)	-
Charge in net debt	(3,806)	(2,999)
Net funds as at 1 September, 2014	2,516	5,515
Net debit/funds as at 31 August, 2015	(1,290)	2,516

Changes in net funds

	Balance as at 01.09.14 £000	Movement for the year £000	Balance as at 31.08.15 £000
Cash in hand and at bank	2,516	(2,106)	410
Loans	-	(1,700)	(1,700)
Total net funds	2,516	(3,806)	1,290

The accompanying accounting policies and notes form an integral part of these Financial Statements

ST. CLARE'S, OXFORD

STATEMENT OF ACCOUNTING POLICIES
For the year ended 31 August, 2015

The principal accounting policies have been applied consistently in dealing with items which are considered material in relation to St. Clare's Financial Statements, and have remained unchanged from the previous year.

Basis of Preparation

The Financial Statements have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP), Accounting and Reporting by Charities (revised February 2005). They are drawn up under the historical cost convention, except that freehold properties are shown at their 1996 valuation or subsequent historic cost.

Having reviewed the funding facilities available to the college together with the expected on-going demand for places and the college's future projected cash flows, the Governors have a reasonable expectation that the college has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

Basis of consolidation

The Financial Statements consolidate the results of the St. Clare's and its wholly owned subsidiary St Clare's Services Limited on a line by line basis. No profit and loss account is presented for St. Clare's, Oxford as permitted by Section 408 of the Companies Act 2006.

Incoming Resources

Incoming resources comprise the amounts receivable for courses delivered by the balance sheet date and other supplies made during the financial year, donations received, and bank and other interest. Donations are deferred only when the donor has imposed restrictions on the expenditure of resources which amount to pre-conditions for use of the funds.

Expenditure

Direct charitable expenditure is allocated to expense headings either on a direct cost basis, or apportioned according to time spent. Irrecoverable VAT is included with the item of expense to which it relates. Support costs incurred for the cost of generating funds, governance costs and other resources expended have not been allocated on the basis that they are small and would make little difference to the costs of those activities.

Investments

Investments in subsidiaries are included in the company's accounts at cost.

Fixed Assets

Tangible fixed assets are capitalised at cost where their acquisition value is greater than £500, and are stated at cost net of depreciation.

Freehold land and buildings held in 1996 were valued by FPD Savills, Chartered Surveyors. Those properties are included at the value derived at that date. Additions to freehold land and buildings since that date are included at their original cost.

Assets under construction;
Design fees, refurbishment and other professional and construction expenditure incurred on properties owned by St. Clare's are classed as 'Assets under construction' until refurbishment work has been completed. On completion of work the value of those costs is transferred to 'Freehold Land and Buildings'. No depreciation is charged on additions to 'Assets under construction'.

Depreciation is calculated to write down the cost or revaluation of all tangible fixed assets, other than freehold land, by equal annual instalments over their expected useful lives. The depreciation rates applicable are:

Leasehold property	Period of lease
Freehold buildings and extensions	2% - 3.3%
Other fixed assets	10% - 25%
Fixtures & fittings	10% - 25%

Stocks

Stocks are stated at the lower of cost and net realisable value. Books purchased for the library are written off in the year of purchase.

Liabilities

Liabilities are recognised when there is a legal and constructive obligation committing St. Clare's to the expenditure.

Foreign Currencies

St. Clare's translates all fees invoiced in a foreign currency at a standard rate fixed for each term during the academic year. All differences between the standard rate and the actual rate ruling when fees are received are treated as exchange gains or losses in the year and are included in the General Fund. Foreign currency debtors and cash balances are translated at the rate prevailing at the end of the year.

Contributions to Pension Funds

Defined benefit scheme – St. Clare's participates in the Teachers' Pension Scheme (England and Wales) for its academic staff. This is a multi-employer defined benefits pension scheme and it is not possible to identify the assets and liabilities of the Scheme which are attributable to the College. Therefore it is being accounted for as a defined contribution scheme as permitted by Financial Reporting Standard 17 Retirement Benefits.

Defined contribution scheme - Pensions for other staff currently in employment are provided by means of a defined contribution scheme.

Both schemes are externally managed and employees' and employer's contributions are made to both of them. The annual cost of these contributions is charged to the General Fund.

Pensions paid to former employees out of St. Clare's own funds are charged to the General Fund. The number of former employees who are paid pensions is fixed and will not increase.

Education Scholarships

The value of scholarships awarded by St. Clare's to its students is included in both fees receivable and direct charitable expenditure.

Leased assets

All leases are treated as operating leases and the payments made under them are charged to the General Fund on a straight-line basis over the term of the lease.

Funds

Funds are described in Note 11 to the Financial Statements.

1 FEE INCOME

	2015 £000	2014 £000
Gross fees	13,552	13,240
Less: Scholarships	(705)	(582)
	12,847	12,658

2 GROUP RESOURCES EXPENDED

	Staff Costs £000	Other £000	Depreciation & amortisation £000	Total 2015 £000	Total 2014 £000
Direct charitable activities					
Teaching costs	3,929	2,334		6,263	6,010
Catering and other domestic costs	1,148	984	26	2,158	2,267
Premises	517	1,278	484	2,279	2,802
Support costs	1,308	689	99	2,096	1,971
	6,902	5,285	609	12,796	13,050
Governance costs	-	21	-	21	22
Other resources expended					
Interest	-	-	-	-	-
Total resources expended 2015	6,902	5,306	609	12,817	13,072
Totals: 2014	6,596	5,969	507	13,072	

Support costs incurred for the cost of generating funds, governance costs and other resources expended have not been allocated on the basis that they are small and would make little difference to the costs of those activities.

Total resources expended include:

	2015 £000	2014 £000
The net incoming resources are stated after:		
Auditors' remuneration:		
Audit – College	11	10
Audit – Subsidiary	3	3
Corporation tax compliance	2	1
Other tax advisory	1	1
Other services	1	1
Depreciation		
Tangible fixed assets, owned	609	507
Hire of plant and machinery under operating leases	143	136
Other operating lease rentals	297	295

3 GROUP GOVERNORS AND EMPLOYEES

	2015 £000	2014 £000
Staff costs during the year were as follows:		
Wages and salaries	5,598	5,364
Social Security costs	492	470
Other pension costs	604	549
	6,694	6,383
Other staff costs	208	213
	6,902	6,596
Governors' expenses for travel and accommodation	1	1
Governors are not remunerated for their services.		
	No	No
The average number of employees during the year was:	230	235
The number of employees whose emoluments exceeded £60,000 was:		
£60,001 - £70,000	1	3
£70,001 - £80,000	4	2
£80,001 - £90,000	-	-
£90,001 - £100,000	1	1
£110,000 - £120,000	-	1
£140,000 - £150,000	1	-

In connection with these higher paid employees, retirement benefits are accruing under money purchase schemes for 3 employees (2014: 3) and under multi-employer defined benefit schemes for four employees (2014:5). The total employer contributions in this year to the schemes were £75,687 (2014: £72,866).

4 INVESTMENTS

	Group		Company	
	2015 £000	2014 £000	2015 £000	2014 £000
Investments in subsidiary undertakings	-	-	-	-

St Clare's Services Limited (incorporated in the United Kingdom) was set up to manage and control construction services on the College's property developments. The £1 ordinary share capital is held by St. Clare's, Oxford, and its results are included in the consolidated Financial Statements.

Any profits St Clare's Services Limited generates will be gifted to St. Clare's, Oxford. This year profits were £82,538. *(2014: £1,338).*

5 TANGIBLE FIXED ASSETS

Group	Freehold Land & Buildings £000	Leasehold Property £000	Fixtures & Fittings £000	Assets Under Construction £000	Total Tangible Assets £000
Cost or Valuation					
At 1 September, 2014	23,736	278	1,596	833	26,443
Additions	275		175	4,710	5,160
Disposals	-	-	-	-	-
Transfers	7	-	-	(7)	-
At 31 August, 2015	24,018	278	1,771	5,536	31,603
Depreciation					
At 1 September, 2014	3,703	261	920	-	4,884
Provided in the year	380	5	224	-	609
Disposals	-	-	-	-	-
At 31 August, 2015	4,083	266	1,144	-	5,493
Net book amount					
At 31 August, 2015	**19,935**	**12**	**627**	**5,536**	**26,110**
At 31 August, 2014	20,033	17	676	833	21,559

5 TANGIBLE FIXED ASSETS CONTINUED

In 1996 FPD Savills, Chartered Surveyors, valued freehold land & buildings held at that date on the basis of existing use assuming vacant possession. Had the valuation not been made freehold land & buildings would have been included on the historical cost basis at the following amounts:

	2015	2014
	£000	£000
Cost	18,354	18,073
Accumulated depreciation	(3,518)	(3,186)
Net book amount at 31 August, 2015	14,836	14,887

Company	Freehold Land & Buildings	Leasehold Property	Fixtures & Fittings	Assets Under Construction	Total Tangible Assets
	£000	£000	£000	£000	£000
Cost or Valuation					
At 1 September, 2014	23,796	278	1,596	842	26,512
Additions	275	-	175	4,796	5,246
Disposals	-	-	-	-	-
Transfers	7	-	-	(7)	-
At 31 August, 2015	24,078	278	1,771	5,631	31,758
Depreciation					
At 1 September, 2014	3,708	261	920	-	4,889
Provided in the year	381	5	224	-	610
Disposals	-	-	-	-	-
At 31 August, 2015	4,089	266	1,144	-	5,499
Net book amount					
At 31 August, 2015	**19,989**	**12**	**627**	**5,631**	**26,259**
At 31 August, 2014	20,088	17	676	842	21,623

In 1996 FPD Savills, Chartered Surveyors, valued freehold land & buildings held at that date on the basis of existing use assuming vacant possession. Had the valuation not been made freehold land & buildings would have been included on the historical cost basis at the following amounts:

	2015	2014
	£000	£000
Cost	18,414	18,133
Accumulated depreciation	(3,518)	(3,190)
Net book amount at 31 August, 2015	14,896	14,943

6 STOCKS

	Group		Company	
	2015	2014	2015	2014
	£000	£000	£000	£000
General consumables	65	57	65	57

7 DEBTORS

	Group		Company	
	2015	2014	2015	2014
	£000	£000	£000	£000
Trade debtors	982	884	982	884
Prepayments and accrued income	582	426	362	426
Amounts owed by Group undertakings	-	-	198	-
	1,564	1,310	1,542	1,310

8 CREDITORS FALLING DUE WITHIN ONE YEAR

	Group		Company	
	2015	2014	2015	2014
	£000	£000	£000	£000
Trade creditors	310	468	280	358
Social Security and other taxes	191	162	191	195
Other creditors	89	91	89	91
Amounts owed to Group undertakings	-	-	-	81
Payments on account	696	230	696	230
Accruals	466	466	461	462
Fees and deposits received in advance	6,312	6,336	6,312	6,336
	8,064	7,753	8,029	7,753

9 CREDITORS FALLING DUE AFTER MORE THAN ONE YEAR

	Group		Company	
	2015	2014	2015	2014
	£000	£000	£000	£000
Fees and deposits received in advance	305	328	305	328
Bank Loans repayable in more than one year	1,700	-	1,700	-
	2,005	328	2,005	328

10 PENSION COSTS

St. Clare's participates in the Teachers' Pension Scheme (England and Wales) ("the TPS") for its teaching staff and a defined contribution pension schemes for the administrative staff. During the year pension costs of £380,274 *(2014: £314,788)* and £220,379 *(2014: £221,946)* were incurred relating to the schemes respectively. At the year-end £49,294 *(2014:£44,036)* was accrued in respect of contributions due to the Teachers' Pension Scheme and £31,503 *(2014: £1,050)* for other schemes.

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 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 following scheme valuations undertaken by the Government Actuary Department. The latest valuation report in respect of the TPS was prepared at 31 March 2012 and was published in June 2014. This report confirmed that the employer contribution rate for the TPS will increase from 14.1% to 16.4% although, recognising that teaching establishments work on an academic and not financial year, the Government has deferred the implementation of this increase to 1 September 2015. Employers will in addition from 1 September 2015 pay a scheme administration levy of 0.08% of the employers' salary costs which will increase the total employer payment rate from 16.4% to 16.48%.

The next revision to the employer contribution rate is not expected to take effect until 1 April 2019. This will follow on from the next actuarial valuation which is due at 31 March 2016. This valuation will also determine the opening balance of the cost cap fund and provide an analysis of the cost cap as required by the Public Service Pensions Act 2013.

The assets of the defined contribution scheme are administered by Trustees in funds independent from the assets of St. Clare's.

Pension payments of £3,562 *(2014: £11,548)* was paid on behalf of a former employee whose pension costs are borne by St. Clare's and charged to the General Fund. This is increased by three percent per annum. 2014 included payments to a second ex. employee, now deceased.

11 GROUP FUNDS

	Balance at 01.09.14 £000	Incoming Resources £000	Resources Expended £000	Transfer between funds £000	Balance at 31.08.15 £000
Unrestricted funds					
Capital Reserve	1,313	-	-	-	1,313
Revaluation Reserve	5,146	-	-	(54)	5,092
General Fund	9,315	13,536	(12,817)	38	10,072
Repairs & Maintenance (Designated)	1,571	-	-	16	1,587
Total unrestricted funds	17,345	13,536	(12,817)	-	18,064
Restricted funds					
Building Fund	8	-	-	-	8
Scholarship Fund	8	-	-	-	8
	16	-	-	-	16
Total funds: 2015	17,361	13,536	(12,817)	-	18,080
Total funds: 2014	17,048	13,967	(13,654)	-	17,361

The transfer from the revaluation reserve to the General Fund represents the difference between depreciation calculated on historical cost and at valuation. The transfer to the Designated Fund for Repairs & Maintenance for the year amounts to notional interest of £16k.

The funds are:

- Capital Reserve - the balance of the accumulated surplus on the Income & Expenditure Account of St. Clare's as at 31 August, 1986 when the College's operations as a charitable trust were taken over by the Company. The balance on the Capital Reserve has not altered since that date.
- Revaluation Reserve - the balance of the unamortised surplus on the revaluation of St. Clare's freehold properties.
- General Fund - the accumulated surplus on St. Clare's operations since it took over the business of St. Clare's on 1 September, 1986.
- Designated Fund for Repairs & Maintenance – to finance projects for repair and renovation of St. Clare's properties to a target fund balance of £1.5m. This will be annually increased by notional interest.
- Scholarship Fund – funds donated for providing scholarships to students.
- Building Fund – funds donated to support development work on St. Clare's building programme.

Analysis of net assets between funds

	Fixed Assets	Current Assets	Current Liabilities	Creditors over 1 year	Net Assets 2015	Net Assets 2014
	£000	£000	£000	£000	£000	£000
Unrestricted funds	26,110	2,023	(8,064)	(2,005)	18,064	17,345
Restricted funds	-	16	-	-	16	16
Total funds: 2015	26,110	2,039	(8,064)	(2,005)	18,080	17,361
Total funds: 2014	21,559	3,883	(7,753)	(328)	17,361	17,048

12 COMPANY FUNDS

	Balance at 01.09.14 £000	Incoming Resources £000	Resources Expended £000	Transfer between funds £000	Balance at 31.08.15 £000
Unrestricted funds					
Capital Reserve	1,313	-	-	-	1,313
Revaluation Reserve	5,146	-	-	(54)	5,092
General Fund	9,379	13,618	(12,814)	38	10,221
Repairs & Maintenance (Designated)	1,571	-	-	16	1,587
Total unrestricted funds	17,409	13,618	(12,814)	-	18,213
Restricted funds					
Building Fund	8	-	-	-	8
Scholarship Fund	8	-	-	-	8
	16	-	-	-	16
Total funds: 2015	17,425	13,618	(12,814)	-	18,229
Total funds: 2014	17,110	14,120	(13,556)	-	17,110

13 CAPITAL COMMITMENTS

At 31 August 2015 capital commitments amounted to £932,225 *(2014: £4,590,182).*

14 LEASING COMMITMENTS

	2015 Land & Buildings £000	2015 Other £000	2014 Land & Buildings £000	2014 Other £000
In one year or less	60	39	42	18
Between one and five years	125	92	181	63
In five years or more	91	-	91	-
	276	131	314	81

15 CONTINGENT LIABILITIES AND ASSETS

At 31 August, 2015 there were no contingent liabilities or assets. *(2014: None).*

16 RELATED PARTY TRANSACTIONS

St. Clare's is exempt from the requirement of Financial Reporting Standard 8, Related Party Disclosures, to disclose transactions with its wholly owned subsidiary St Clare's Services Limited.

Expenses were reimbursed to 4 Governors during the year, amounting to £1,413 *(2014: £367)* in respect of travel and subsistence.

There were no other related party transactions during the year.