

Charity Registration No. 801924

Company Registration No. 2411055 (England and Wales)



**CUMNOR HOUSE SCHOOL TRUST
(LIMITED BY GUARANTEE)**

**Governors' Report and Accounts
For The Year Ended 31 August 2020**



CUMNOR HOUSE SCHOOL TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Governors

J L Tanner (Chairman)
Mrs H D Bastide (Deputy Chairman)
J J Bannon
Mrs S L Bevan
R P Boardman
Ms N J Collins
Mrs O J Hatrick
S James
D J Keenan
Ms C E O'Connell
N Parkhouse
F C Reynolds
P J M Roberts

Headmasters

F J Llewellyn (from 1 September 2020)
C Heinrich (up to 31 August 2020)

Bursar and Clerk to the Governors

M N P Mockridge

Charity number

801924

Company number

2411055

Principal address and registered office

Danehill
Haywards Heath
West Sussex
RH17 7HT

Auditors

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

Lloyds TSB Bank PLC
90-101 South Road
Haywards Heath
West Sussex
RH19 4ND

Solicitors

Cripps LLP
22 Mount Ephraim
Tunbridge Wells
Kent
TN8 8AS

CUMNOR HOUSE SCHOOL TRUST

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CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

The Governors of Cumnor House School present their annual report and audited accounts for the year ended 31 August 2020. The Governors confirm that the annual report and financial statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions of The Charities SORP (FRS 102) and contains a director's report, including the requirement of a strategic report, as required by company law.

OUR AIMS

The School operates under a Declaration of Trust dated 3 August 1989 and a scheme that was sealed by the Charity Commissioners for England and Wales on 17 August 1989 that included the regulations for appointment of trustees.

The policy adopted in furtherance of the Charity's objective is to operate a School for Preparatory, Pre-Preparatory & Nursery boys and girls aged 2-13 years for up to, but not exceeding, 425 children. There is provision for up to 75 boarders. The School welcomes pupils from all backgrounds and an individual's economic status, gender, ethnicity, race, religion or disability do not form any part of the admission process. The School motto is 'Aim High, Be Kind, Dare to be Different'. The intention is to attain high academic standards while allowing pupils to build self-confidence and gain from the extensive extra-curricular activities. This policy is designed to enable the children to experience a broad education and develop the necessary skills to prepare them for the senior school of their choice. There have been no changes to this policy during the reporting period.

OUR OBJECTIVES

The Charity's principal objective is the advancement of education and to conduct, carry on, acquire and develop in the United Kingdom and Europe any boarding or day school or schools for the education of children of either sex or both sexes. In setting the objectives and planning activities, the Governors have considered the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education and on fee charging. Our objectives are set to reflect our educational aims and the ethos of the School. It is important to us that we maintain and enhance the academic success of the School and as such, we outline our key objectives below.

Our key objectives for the year included:

- To continue with our broad academic curriculum, underpinned by teaching excellence
- To maintain a number of pupils from a broad range of backgrounds.
- To enhance and improve the co-curricular provision for pupils
- To continue to develop the pastoral care we provide for pupils
- To increase pupil numbers in our Nursery
- To provide, financial resources permitting, continuing support of our pupils already in receipt of fee assistance
- To increase the provision of means-tested 100% fee-assisted places through the Cumnor Foundation
- To develop our 'Outreach' programme of co-operation and joint working with local state junior schools
- To play our part in the life of our local community through our community access and service programmes.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

Pupil numbers and fees

Our educational activities are carried out through our Prep, Pre-Prep & Nursery Schools. Pupil numbers in our Prep School were at 260, including 54 full, weekly and optional boarders. The number of pupils at our Pre-Prep School was 54. Nursery numbers, on a Full Time Equivalent basis, were 28.

Our fees increased by only 1.92% again. Our fees for the current year before the deduction of any means-tested fee assistance were:

Pre-Prep - £3,055-£4,030 per term

Prep School: Day - £5,095-£6,635 per term

Prep School: Boarders - £7,900 per term

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

Academic

The 55 pupils leaving from Year 8 in 2020 went on to a range of 13 Senior Schools and won a total of 32 scholarships, one of our highest totals. There were 5 Academic, 2 All-Rounder, 4 Sports, 7 Drama, 8 Art, 2 Music, 1 DT and 1 Dance as well as 2 Scholarship Essay awards. This reflects the School's policy of providing a breadth of educational opportunity.

Co-curricular activities:

Music

All Year 3, 4 and 5 now learn the recorder, and how to read music. This enables them to go onto wind and brass instruments easily in Y5 and make rapid progress. Y3 are offered a free term on violin or cello to encourage string playing and numbers of those playing an orchestral/band instrument are increasing. Y3, 4 and 5 now have choir singing in year groups. During the summer term, all music lessons were conducted via sway presentations which enabled pupils to continue to practise reading music, singing, listening and composing, but at their own speed. Individual lessons were conducted via Zoom. It was extremely noticeable how much progress pupils made on individual instruments, from having more time to practise. Many have managed to skip a grade. This year we managed a piano concert, guitar concert, wind and brass concert and strings concert before lockdown (where every student who learns that instrument performs) as well as several successful coffee concerts. We were also thrilled to get 2 music scholarships cello, and French Horn, and one of our Year 7s gained a place in the National Children's Orchestra on trumpet. We are extremely pleased with the rising levels of musical literacy, particularly amongst our younger pupils, which are beginning to translate into more children playing instruments, and achieving higher standards.

Drama

All our pupils have the opportunity to take part in our Drama productions; each year group has one performance to the school and parents each year. Due to COVID-19, we could only manage six shows but usually we would have over nine separate performances that are staged. In March, before lockdown, the Year 7 show of 'Beauty and the Beast' was a success and performed to a student audience and a high-quality DVD was sent to the parents. Next summer, we are hoping to welcome back our Shakespeare play in the outdoor theatre with a double cast performance of 'Twelfth Night'. The Drama Department works closely with both the Music and Art departments, as well as a variety of support staff and even outside directors and choreographers. We have also provided a Drama Scholars programme that supports those Year 8 students that are planning to apply for Drama Scholarships for future senior schools. The drama department coordinates and provides LAMDA speech and drama lessons for around 140 students across Years 4 to 8.

Sport

Sport at Cumnor continues to encompass the school motto, "Aim High, Be Kind, Dare to be Different". We believe that all Cumnor children should be active, that most will participate enthusiastically in organised sport, and that some will excel. Sport allows the children to explore their capabilities, offering them a framework to learn from mistakes whilst knowing they are supported in their own development. Away from the physical improvements and sport-specific skills, we focus heavily on their co-operation, respect, self-discipline and self-organisation. These 'life skills' expand the level of success we see through sport and the experience the children take on to their senior schools.

Sport is split into major and minor games: major being the traditional sports we play regularly in inter-school matches such as football, hockey, netball, rugby and cricket. Our minor games offering come in the form of sports that are offered to all, but are less widely played in school, such as: swimming, golf, tennis, sailing, cross-country to give a small flavour. We continue to widen the sports regularly offered in our sports programme, seeking to stay ahead of the curve and leaders in our locality.

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

Pastoral

The School is committed to safeguarding and promoting the welfare of pupils and staff and this year there has been a major emphasis on enhancing this support in line with new Government legislation. Parents are given regular information about their children's social and academic progress through parents' evenings in addition to the traditional half term and end of term reports. Regular contact is maintained with parents throughout the year through informal contacts and newsletters. Older pupils have a Tutor responsible for pastoral care. Heads of Year are the first port of call for pastoral issues and concerns. These staff report and liaise directly with the Assistant Head Pastoral. There is also an Anti-Bullying Committee of senior pupils. All of this is overseen by the Board's Safeguarding Committee and the School's Compliance Officer.

Details of Fee Assistance and Scholarship awards:

Fee Assistance

The Charity makes funds available for families and staff in financial need, which are granted on the merits of each case. Fee Assistance awards are important to provide access to the education offered to families from a range of backgrounds, many of which would otherwise not be able to afford the fees. There are three types of fee assistance available from the School: Foundation Scholarships for children who currently attend state school and are academically gifted or show outstanding potential in sport, music, art, DT or drama; Hardship Fee Assistance for parents in times of unforeseen financial hardship; and Music Scholarships. The school encourages musical excellence and awards scholarships to those current children who have passed with distinction at Grade 4 or a pass at Grade 5 (piano and string instruments) or distinction at Grade 5 or a pass at Grade 6 (brass, wind instruments, drums and vocal). Lessons must be taken at school.

Financial support for the means-tested Hardship Fee Assistance is available for parents who for some unexpected reason are unable to afford the standard fees. To receive means-tested fee assistance, parents will have to demonstrate a genuine need for financial assistance. The Governors set the funds available for fee assistance based on the financial health of the School and the approved charitable benefit. Approved fee assistance, and funds available to support them, are reviewed by the Governors on a termly basis. Means tested awards are designed to relieve hardship where a pupil's education would otherwise be at risk. The School has to ensure a balance between those fee-paying parents who may make a considerable sacrifice to fund their own children's education and those benefiting from awards. Full details are available on the school website (www.cumnor.co.uk). During the year the total of awards granted was £425,594 (2019: £455,861) and represented 7.6 % of our gross fees. These helped 66 of our pupils, of which 3 pupils benefitted from a full remission of fees.

Review

The Governors are constantly reviewing our Fee Assistance Awards policy to ensure that able children can accept offers of places at our School through the availability of awards, including means tested fee assistance.

Cumnor Foundation

The Cumnor Foundation has been set up with the ultimate objective of providing up to four fully funded places for children at Cumnor, in each of the year groups from Year 4 to Year 8. Having started the programme in 2016, we now have 5 Foundation pupils. A number of Senior Schools have agreed to make available fully funded places to successful scholars. This provides fully-funded education from Y4 through to the end of Y13

Charities and Public Benefit:

Charitable activities and public benefit

The Governors consider that due regard has been paid to the public benefit guidance published by the Charity Commission. All activities at the school are focused on the principal charitable aim; that is the advancement of education. In addition, the school looks to provide other opportunities for charitable benefit whenever possible, including the provision of financial support through fee assistance, making the school facilities available to the wider community and raising funds for other charities.

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

Charity fund-raising

A total of over £32,000 (2019: £30,000) was raised by parents, children and staff and donated to various charities over the course of the year including £30,000 to The Respiratory Unit at the Royal Alexandra Children's Hospital in Brighton.

Community Service

Community links

The School maintains links with:

- ✓ Local schools (including: Danehill Primary, Chailey Heritage, Lindfield Primary, Fletching Primary, Barcombe Primary, Hamsey, St Giles, Plumpton).
- ✓ Local organisations (including: CPAS Ventures, Step by Step, Friends of Fletching, All Saints Church, Danehill, All Saints Church Crowborough, Cuckfield Baptist Church, East Grinstead, Forest Row, Fletching, Newick and Burgess Hill Scout Groups).
- ✓ The local community (including groups, societies, clubs and sports teams from the surrounding villages of Danehill, Horsted Keynes, Chelwood Gate, Newick, Chailey, Crowborough, Hartfield and Fletching).

Outreach programme

Our outreach programme seeks to widen access to our education resources, by bringing independent and state school communities together. We regard our 'Outreach' programme as a continuing success. We believe the exchange of ideas and the opportunity for our pupils to mix, learn and work alongside state pupils is beneficial to all pupils.

Our primary aim is to provide opportunities for children from within our local community to experience a broader educational experience by using the facilities and expertise within our staff.

Sport

This year, we have made the following facilities and coaching available at a small/no charge to benefit pupils attending local state schools:

- use of the swimming pool for swimming lessons and Junior Schools Swimming Gala (approx. 19 hours/week)
- use of football pitches for local club sides (approx. 2 hours/week)
- use of our grounds and pool for a local triathlon club (approx. 1 hour/week)
- use of our AWS for hockey coaching in winter terms (approx. 4 hours/week)
- indoor nets for Barcombe CC over the winter and Buxted CC hosted Junior coaching sessions here (approx. 1 hour/week)

Drama

Our local primary school had use of the theatre for their end of year drama production, including rehearsals.

Music

School children and choirs are involved in Community Service visiting and supporting local care homes including Rapkyns, Charters and Abbeyfields. The School also hosts charity concerts. The school hosts ABRSM music exams for local children.

Science

Children from local Primary schools have been invited to experience our facilities in a subject where these opportunities are not possible within their own science curriculum. There is a weekly rota on a Wednesday afternoon for the aforementioned schools to learn in our labs under the guidance of our staff.

General

Danehill Primary brought different classes to some events run in our theatre such as visiting authors. Cosy Cumnor: use of our Nursery once a month for local mums and infants. One of our Assistant Heads has now been on the board of governors at Danehill CE Primary for two years and is currently trying to improve the link between the two schools for the benefit of the village, Danehill Primary School and our Nursery.

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

Environmental Initiatives: Cutting our 'carbon footprint'

The School continues to recycle as much as is practical. This is complemented by many environmental and recycling initiatives to reduce emissions in our buildings new and old and by educational initiatives. We recycle paper & cardboard; glass & tin; and large metals are taken to a scrap metal merchant. We have solar panels on the Science building and have joined the payback scheme to put unused power back into the Grid, as well as running four air source heat pumps in the new building under the RHI scheme. We are investigating wider use of photovoltaic panels and heat pumps. We are also investigating drilling a water borehole for the school's wide use of water.

Our Old Cumnorians

We count over 1850 former pupils amongst our Old Cumnorians and, aside from a newsletter and occasional reunion get-togethers, we are pleased to welcome back OCs for work placements at the school.

FUTURE PLANS

Future plans

The School operates a five-year development plan that is reported to the Board each term and formally reviewed by the Governors annually. In 2019-20, we started the extension of our Nursery to increase capacity by 50%; in addition, we continue to build up a designated fund for major structural repairs.

The Governors intend to continue their current strategies of maintaining the School's position in a competitive market by investing to provide high quality education for our pupils. Achieving a high standard of academic results is a constant aim whilst maintaining the breadth and depth of the education provided. The Headmaster and senior staff continue to review the curriculum to ensure that the educational qualifications remain appropriate for our pupils' development.

Our plans are financed primarily from fee income and from a bank loan. The Governors need to maintain an equitable balance ensuring our current pupils benefit whilst, at the same time, ensuring a sound infrastructure and financial base are preserved for the next generation of pupils in the same way as our current pupils benefit today from the investment made in the past.

OUR FINANCES

Financial review

The Charity is in a sound financial position with good prospects as highlighted above in the review of activities. The School generated a surplus on operating activities of £27,795 (2019: £87,764) which increases to £59,310 (2019: £88,961) with the inclusion of charitable donations received of £31,515 (2019: £1,217). Surplus funds generated by the School's activities are supplemented by secured bank loans, the level of which is monitored by the Governors against financial performance to ensure they remain appropriate to the School. The Governors are aware of a falling surplus in recent years and are enacting plans to reverse this when possible.

COVID-19 had a significant effect on income for the Summer Term 2020. There was no boarding income, less Nursery income, no rental or lettings income and each child received a £1,000 reduction in day fees. This situation was somewhat alleviated by government payments for the staff we had to furlough and also with the support of all the parents who paid so promptly. Please see 'Principal Risks and Uncertainties' below.

The principal source of income is fees accounting for 94% of the School's income. The Governors are continuing their strategy of deploying all net incoming resources to investing in the educational purposes and fabric of our School.

As a charity, the parents of our pupils have the assurance that all the income of the School must be applied to educational purposes. As an educational charity we enjoy tax exemption on our educational activities and these are applied for our charitable aims. As a Charity we are also entitled to an 80% reduction on our business rates on the property we occupy for our charitable purposes. The financial benefits we receive from these tax exemptions are all applied to educational purposes and help us to maintain our bursary policies and 'outreach' programme.

However, as an educational charity, we are unable to reclaim VAT input tax on our costs as we are exempt for VAT purposes. We also pay tax as an employer through the National Insurance contributions we make.

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

Reserves policy

The Governors regularly review the finances of the school in accordance with a plan of effective stewardship. The School had unrestricted reserves (land, buildings and current assets less creditors) at the year-end of £7,958,442 (2019: £7,879,932). The School's reserves policy is to ensure that its financial affairs are maintained within a tight budget that is approved by the Governors. The Governors consider that, in the event of a significant drop in short term funding, they will be able to continue the School's activities while consideration is given to ways in which additional funds may be raised.

Reserves are made up of land, buildings and current assets less creditors and are called 'Funds' in charity accounts.

Investment policy

The School currently has no investments under management. Any surplus cash is managed in-house, being invested in deposit accounts with Lloyds Bank, in accordance with delegated authorities as approved by the Governors.

Executive Remuneration Policy

Cumnor House School Trust is an equal opportunities employer and applies objective criteria to assess merit. The Standing Committee set pay levels for the Executive and is provided with the details of academic and non-academic staff (including annual pay rises and pay rates for new staff). The Finance Committee approves the overall payroll budget for the year. Separately the terms and conditions of the Executive are reviewed annually by the Standing Committee with reference to national and local trends and are set in line with salaries of similar roles in the sector. It is the school's policy to pay staff in accordance with individual performance while at the same time supporting our ability to attract the right people to all levels of responsibility within the organisation.

Developments and Maintenance

This year saw new storage sheds, refurbishment of the outdoor swimming pool, reconfigured and improved safety in the north car park, improved and safer paths as well as improved outdoor lighting around the site. The School's 'Green Week' puts an emphasis on sustainability but the long-term goal of overhauling of all gas and oil boilers in favour of heat pumps and solar panels has been put on hold on the basis of cost; it remains an aspiration.

Pension Liability

The School participated in the Teachers' Pension Scheme ("the TPS") for its teaching staff up to the 31st August 2020, when it withdrew. The pension charge for the year includes contributions payable to the TPS of £412,726 (2019: £320,965). The recent increases in costs to the employer, along with potential rises for the employee without any increase in final pension amount, rendered the scheme unsuitable and unviable for the School.

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.

From 1st September 2020, all staff will be enrolled into one of three defined contribution pension schemes run by Royal London, Scottish Widows or NEST.

OUR ETHOS, STRATEGY AND POLICIES

Our Governors are responsible for monitoring the Executive, who set a strategy for achieving the School's objectives, and for the long-term financial health and sustainability of the school. The focus of the strategy is on the development of our pupils, their continued high levels of academic and co-curricular achievement and to widen further access to the education our School provides. It also gives priority to ensuring that we have a safe and secure environment in which children have the freedom to develop their multiple talents.

ACCESS POLICY

It is important to us that access to the education we offer is not restricted only to those who can afford our fees. We believe our pupils benefit from learning within a diverse community.

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

The School Governors are Trustees of the Charity and Directors of the Company for the purpose of company law. None has any beneficial interest in the Company. The Governors have overall responsibility for the management and control of the Charity and the full Board of Governors meet at least four times a year.

After discussion with the Headmaster and the Standing Committee, the Chairman invites persons with an interest in this Charity with appropriate backgrounds such as education, finance, law, business, medicine and property, to consider accepting nomination for election as a Governor at least once per annum at a full Board meeting. We always ensure a balance of such qualifications is sought and Governors are expected to take an active part in the Committees. We also ensure we have a number of parents who are Governors. The Standing Committee is responsible for reviewing the process for appointment and succession of Governors. New Governors are given a thorough induction on appointment and provided with all the necessary documentation on the Charity and how to fulfil their duties. They are invited to attend training courses as necessary. Governors spend a minimum of a day each year observing teaching and interacting with pupils and staff.

The Education, Safeguarding and Finance & General Purposes Committees meet in advance of each full Board meeting. The Standing committee meets at least annually. Other committees and working groups can be convened as required. Day to day running of the School is delegated to the Headmaster, Deputy Headmaster/Bursar and the Senior Management Team. The Headmaster, Deputy Headmaster/Bursar are invited to attend the meetings of all of the above committees. The School's Deputy Headmaster/Bursar is also Clerk to the Governors and as such is responsible for co-ordinating the work of the Governors and their Committees, preparation of papers and management accounts and the review of matters arising.

All trustees give of their time freely and no remuneration was paid in the year, and there were no expenses to be reimbursed.

Key management personnel

The Governors consider that the Head, the Deputy Headmaster/Bursar, Assistant Head and Directors of Academic Management, Compliance Officer and the Head of Pre-Prep comprise the Senior Management Personnel (see note 9 to the accounts). The Governors have given delegated authority to the Head to pay higher salaries for exceptional candidates where this is in the interest of the School. The day-to-day running of the School is delegated to the Head, supported by senior staff. The Headmaster undertakes the key leadership role overseeing educational, pastoral and administrative functions in consultation with the senior staff. The day-to-day administration of the School is undertaken within the policies and procedures approved by the Governors which provide for significant expenditure decisions and major capital projects to be referred to the Governors for prior approval. The Head oversees the recruitment of all staff.

Other Relationships

The Head is a member of the IAPS 'Oxford Group', which presents opportunities at conference and elsewhere to share expertise, knowledge and experience across the independent school sector. The Conference also permits appropriate representation to Government and regulators of the views of the sector. The Deputy Head is a member of the NAHT and of the Oxford Group of Deputy Heads.

PRINCIPAL RISKS AND UNCERTAINTIES

Risk factors

The Finance and General Purposes and the Safeguarding Committees covers risk and are responsible for assessing the major risks to which the Charity is exposed and reporting on these to the Board of Governors. The Governors continue to keep the School's activities under review, particularly with regard to new risks that may arise from time to time. The Governors consider that all major risks identified by this process have been mitigated to an acceptable level by internal controls, insurance cover and other factors as appropriate.

Risks and uncertainties

The principal concern for the school is the welfare of the pupils and staff, which is a pervasive factor in the assessment of risk by the Governors and the determination of mitigating actions. The risk management process has highlighted the following specific matters that the Governors consider to be the principal risks and uncertainties facing the School:

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

Economic Outlook and Market Considerations

The Governors are aware of a number of macro-economic factors that are putting pressure on the demand for independent education amongst parents and in particular their ability to pay school fees. These pressures seem likely to continue and may even intensify over the next few years that would have the effect of reducing pupil numbers; the Governors are aware that this effect has already taken place over the past two years and the surplus raised is diminishing. The Governors wish to operate a sustainably sized school with pupils drawn from a broad base of backgrounds. This objective, combined with their knowledge of the fee structures of other schools in the area with comparable offerings, has led the Governors to take the following steps:

- 1) Continue with their plan to moderate fees (and keep a close eye on payment thereof) to make the school continually attractive to potential parents.
- 2) Carefully control and monitor costs, with priority for expenditure focussed on attracting and retaining high quality teachers.
- 3) Put greater emphasis on the marketing of our provision in an effort to maintain or increase pupil numbers
- 4) Continue to improve the School's provision of 'remote learning' in order that pupils can have a proper educational experience whether at school or at home, if another national or local lockdown due to COVID-19 or similar pandemic occurs

IT provision

Comprehensive IT provision is an essential part of a successful school. The Governors continue to take the issue of Cyber Threat seriously but all significant and medium risk items have been mitigated as far as is reasonably practical. The School has invested in hardware and staff training to maintain a good level of provision for remote learning, parents' evenings and other normal interaction

Planning

Plans for a Nursery extension were approved and the building was started. Priorities for future physical development of the site include provision for staff accommodation on site, a new sports hall and further improvement to our grass pitches to combat poor weather.

Safeguarding

The concerns for children's welfare and wellbeing are growing with the changes to society and the increase in use of social media. In response, the Safeguarding Committee of Governors meets three times a year, reporting to the main Board, on matters central to the needs of the children, their safety and well-being. We also have a compliance officer to ensure that all legislation, regulation and school policies are fully implemented. There is risk of an adverse PR event, particularly with cases of historic abuse at other similar schools being brought to the press.

The Governors are responsible for the overseeing of the risks faced by the School. Detailed considerations of risk are delegated to the Senior Management of the School. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. Through the risk management processes (a Risk Register and pursuant Mitigation Document) established for the School, the Governors are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

Governors insurance

The School holds Governors' Liability Insurance.

DISCLOSURE OF INFORMATION TO AUDITORS

Each of the Governors has confirmed that there is no information of which he or she is aware which is relevant to the audit, but of which the auditors are unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

AUDITORS

A resolution proposing that TC Group be reappointed as auditors of the charity will be put to the Board.

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

GOVERNORS AND CHARITY TRUSTEES STRUCTURE, GOVERNANCE AND MANAGEMENT

The Governors are the charity trustees of Cumnor House School Trust. New Governors are appointed by the existing Board of Governors. All Governors have served throughout the year except where indicated:

Cumnor House School Trust is a registered Charity, number 801924. It is a company, number 2411055, limited by guarantee, which was incorporated on 3 August 1989. The charity is governed by its memorandum and articles of association.

The Governors who served since the start of the accounting period (i.e. 1 September 2019) were:

J L Tanner (Chair)
Mrs H D Bastide (Deputy Chair)
J J Bannon
Mrs S L Bevan
R P Boardman
Ms N J Collins
Mrs O J Hatrick
S James
D J Keenan
Ms C E O'Connell
N Parkhouse
F C Reynolds
P J M Roberts

The work of the committees

The Finance & General Purposes Committee covers Finance & Development and most aspects of Risk (the Safeguarding Committee monitors child protection and safeguarding risks).

The following served as members of the Finance & General Purposes Committee: J L Tanner (Chairman), J J Bannon (Development), R P Boardman (Finance) D J Keenan, S James, Ms C E O'Connell and F Reynolds. This committee is responsible for the fee structure and annual fee adjustments, policy with regard to fee bursaries, including scholarships, annual forward budget, comprising profit and loss account, balance sheet, cash flow statement, capital expenditure budget, new borrowings or changes in conditions of existing borrowings, as well as any pledging of the assets, significant leases and other contracts, selection and terms of appointment of auditors and other advisers, banking arrangements and commencement of legal proceedings by the School and response to proceedings against the School, the review of the property and facility requirements for the school linked to capital expenditure. These include major and minor capital projects, acquisitions and disposals of property, the planned maintenance programme, minor works projects and repairs, the assessment of the significant risks to the charity that need to be addressed, to check they are mitigated as far as practicable, and to validate the principles of risk management at the school.

The following have served as members of the Education Committee: P J M Roberts (Chairman), Miss N J Collins, Mrs H D Bastide, Mrs S L Bevan and S James. This committee is responsible for the continued development of an academic but appropriate curriculum at the school, one that is based on fulfilling the ethos of the school with its wider aims and pursuit of the cultivation of spirit and character, but also to ensure that the intellectual, aesthetic and personal development of all the children is taken into account. This includes a need to monitor the compliancy and regulatory matters as regards SEN provision, stretching the 'gifted and talented' and keeping an eye on best educational practice.

The following have served as members of the Safeguarding Committee: Mrs O J Hatrick (Chair), Mrs S L Bevan, Mrs H D Bastide and Ms N J Collins. This committee is responsible for ensuring that Cumnor House School ('the School') and the Board comply in all respects with their duties under current legislation and have regard to government guidance, to ensure that the School's policies, procedures and training are effective and comply with the law at all times in order to meet their duty to safeguard and promote the welfare of the pupils in the School (and to keep the Board briefed accordingly).

CUMNOR HOUSE SCHOOL TRUST

GOVERNORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2020

The following have served as members of the Standing Committee: J L Tanner (Chairman), Mrs H D Bastide, Mrs O J Hatrick, R P Boardman and J J Bannon. This committee is responsible for reviewing the remuneration and benefits of the members of the Executive Team (comprising the Headmaster, the Deputy Headmaster / Bursar) with a view to making recommendations to the Board of Governors.

The following executive personnel of the School served during the year as indicated. Neither is a trustee or director, although the Bursar serves as Company Secretary and Clerk to the Governors: -

C StJ S Heinrich – Headmaster (retired 31 August 2020)

M N P Mockridge – Deputy Headmaster/Bursar (from 1 September 2020)

This report was approved by the directors of the Trust on 17 February 2021.



**J L Tanner (Chairman)
Governor**

CUMNOR HOUSE SCHOOL TRUST

STATEMENT OF GOVERNORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2020

The Governors, who are also the Directors of Cumnor House School Trust for the purpose of company law, are responsible for preparing the Governors' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Governors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CUMNOR HOUSE SCHOOL TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CUMNOR HOUSE SCHOOL TRUST

Opinion

We have audited the financial statements of Cumnor House School Trust (the 'charitable company') for the year ended 31 August 2020. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2020 and of its 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 requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the governors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the governors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The governors are responsible for the other information. The other information comprises the information included in the governors' report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the governors' report (incorporating the strategic report and the governors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the governors' report (including the strategic report) has been prepared in accordance with applicable legal requirement

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the governors' report (including the strategic report).

CUMNOR HOUSE SCHOOL TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CUMNOR HOUSE SCHOOL TRUST

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the governors were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the governors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the governors' responsibilities statement, the governors (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the governors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the governors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the governors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

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 charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

TC Group

Mark Cummins FCCA (Senior Statutory Auditor)

for and on behalf of

TC Group

The Courtyard

Shoreham Road

Upper Beeding

West Sussex

BN44 3TN

Date: 9 March 2021

CUMNOR HOUSE SCHOOL TRUST
BALANCE SHEET
AS AT 31 AUGUST 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<u>Income from:</u>						
Donations and legacies		1,515	-	30,000	31,515	1,217
Other trading activities	3	33,697	-	-	33,697	66,882
Charitable activities	4	5,300,517	-	-	5,300,517	5,806,183
Other income	5	170,125	-	-	170,125	300
Total income		5,505,854	-	30,000	5,535,854	5,874,582
<u>Expenditure on:</u>						
Raising funds	6					
Finance costs		66,923	-	-	66,923	73,090
Total cost of raising funds		66,923	-	-	66,923	73,090
Charitable activities						
Education		5,390,421	-	19,200	5,409,621	5,712,511
Total expenditure		5,457,344	-	19,200	5,476,544	5,785,601
Net income		48,510	-	10,800	59,310	88,981
Transfers between funds	18/19	30,000	-	(30,000)	-	-
Movement in funds		78,510	-	(19,200)	59,310	88,981
Fund balances at 1 September 2019		7,879,932	90,000	57,600	8,027,532	7,938,551
Fund balances at 31 August 2020		7,958,442	90,000	38,400	8,086,842	8,027,532

All income and gains for the period are recognised above. All of the school's activities are classified as continuing.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

Funds represent the School's reserves and are made up of land, buildings and current assets less creditors.

CUMNOR HOUSE SCHOOL TRUST
BALANCE SHEET
AS AT 31 AUGUST 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	12		<u>9,720,576</u>		<u>9,937,932</u>
			9,720,576		9,937,932
Current assets					
Debtors	13	181,144		194,587	
Cash at bank and in hand		<u>1,094,016</u>		<u>1,020,129</u>	
		1,275,160		1,214,716	
Creditors: amounts falling due within one year	14	<u>(1,377,042)</u>		<u>(1,423,577)</u>	
Net current liabilities			<u>(101,882)</u>		<u>(208,861)</u>
Total assets less current liabilities			9,618,694		9,729,071
Creditors: amounts falling due after more than one year	15		<u>(1,531,852)</u>		<u>(1,701,539)</u>
Net assets			<u>8,086,842</u>		<u>8,027,532</u>
Income funds					
Unrestricted funds			7,958,442		7,879,932
Designated funds	19		90,000		90,000
Restricted funds	18		<u>38,400</u>		<u>57,600</u>
			<u>8,086,842</u>		<u>8,027,532</u>

Funds represent the School's reserves and are made up of land, buildings and current assets less creditors.

The accounts were approved by the Board on 17 February 2021



J L Tanner (Chairman)
Governor

Company Registration No. 2411055

CUMNOR HOUSE SCHOOL TRUST
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 AUGUST 2020

		2020	2019
	Note	£	£
Cash flows from operating activities	21	445,028	425,339
Cash flows from investing activities			
Financing costs	6	(66,923)	(73,090)
<i>Tangible fixed assets</i>			
Payments to acquire tangible fixed assets	12	(164,192)	(162,655)
Receipts from the sale of tangible fixed assets		750	300
Net cash used in investing activities		(230,365)	(235,445)
Net cash inflow before financing		214,663	189,894
Cash flows from financing activities			
Repayment of long term bank loan	15	(140,776)	(135,073)
Net cash inflow from financing activities		(140,776)	(135,073)
Increase/(decrease) in cash		73,887	54,821
Cash and cash equivalents at start of year		1,020,129	965,308
Cash and cash equivalents at end of year		1,094,016	1,020,129

All cash is cash at bank and in hand.

CUMNOR HOUSE SCHOOL TRUST

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2020

1 Statutory information

Cumnor House School Trust is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the legal and administrative information page.

2 Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Cumnor House School Trust meets the definition of a public benefit entity under FRS102. Assets and Liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). There are no material uncertainties about Cumnor House School Trust's ability to continue as a going concern, taking into account the effect of the COVID-19 pandemic.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

2.2 Income

Fees receivable and charges for services are accounted for in the period in which the services are provided. Fees receivable are stated after deducting allowances, scholarships and other remissions granted by the school.

Fees received in advance of education to be provided in future years under an Advance Fee Payment Scheme contract are held as liabilities until either taken to income in the term when used or else refunded. These liabilities have been allocated to the periods in which they will be utilised.

Donations and gifts are accounted for when they can be measured reliably, it is possible that the income will be received and when the school becomes entitled to the income.

Other income is accounted for when receivable.

2.3 Expenditure

All expenditure is included on an accruals basis. Expenditure is summarised under functional headings in the Statement of Financial Activities, with irrecoverable value added tax included with the item of expense to which it relates. This includes any costs in relation to redundancy or termination payments.

The costs of generating funds represent bank interest payable.

Governance costs are those incurred in connection with the administration of the Charity and compliance with constitutional and statutory requirements.

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

CUMNOR HOUSE SCHOOL TRUST

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

2.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	25% on reducing balance, and; 25% on cost
Motor vehicles	25% on cost
Freehold buildings	2% - 5% on cost

No depreciation is provided on freehold land amounting to £230,000 (2019: £230,000).

2.5 Leasing and hire purchase commitments

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

2.6 Pensions

Many of the teaching staff are members of the Teachers' Pension Scheme (TPS), a defined benefit scheme administered by the Teachers' Pension Agency. Contributions to the Scheme are charged to the Statement of Financial Activities as they fall due. The Teachers' Pension Scheme is an unfunded scheme. Contributions on a "pay as you go" basis are credited to the exchequer under arrangements governed by the Superannuation Act 1972. Actuarial valuations are carried out on a notional set of investments. Under the definitions set out in Financial Reporting Standard 17 'Retirement Benefits' the Teachers' Pension Scheme is a multi-employer pension scheme. The school is unable to identify its share of the underlying (notional) assets and liabilities of the scheme. Accordingly, under Financial Reporting Standard 17 the scheme is accounted for as if it were a defined contribution scheme.

The school also contributes to defined contribution personal pension schemes for non-teaching staff.

2.7 Accumulated funds

Unrestricted school funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Governors.

Designated funds - these are funds which have been set aside by Governors to use for a specific purpose. The purpose and use of the designated fund is set out in the notes to the accounts.

Restricted funds - these are funds which are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Governors seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.9 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.10 Debtors

Trade and other debtors are recognised at the settlement amount due.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

2.11 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Governors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The Governors do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

3 Other trading activities

	2020 £	2019 £
Shop income	3,960	3,960
Rental income	29,737	60,350
Other income	-	2,572
	<u>33,697</u>	<u>66,882</u>

4 Income from charitable activities

	2020 £	2019 £
Gross school/nursery fees	5,921,173	6,093,084
Bursaries and allowances	(426,594)	(455,861)
COVID-19 fee reduction	(314,000)	-
	<u>5,180,579</u>	<u>5,637,223</u>
Registration fees	8,500	9,000
Extras	111,438	159,960
Net school/nursery fees	<u>5,300,517</u>	<u>5,806,183</u>

In addition to the above, the school supports Foundation scholars. During the year The Cumnor Foundation paid £95,315 (2019: £60,625) for five (2019: three) Foundation Scholars.

5 Other income

	2020 £	2019 £
Profit on disposal of fixed assets	750	300
Furlough grant income	169,375	-
	<u>170,125</u>	<u>300</u>

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

6 Total expenditure

	Staff costs £	Depreciation £	Other costs £	Total 2020 £	Total 2019 £
Raising funds					
Finance costs	-	-	66,923	66,923	73,090
Total cost of raising funds	-	-	66,923	66,923	73,090
Charitable activities					
<u>Education</u>					
Teaching	2,965,134	9,296	236,736	3,211,166	3,262,126
Welfare	204,680	-	342,557	547,237	683,818
Premises	219,764	372,253	548,864	1,140,881	1,147,138
Finance	-	-	2,037	2,037	2,058
Support costs	365,978	-	142,322	508,300	617,371
Total charitable activities	3,755,556	381,549	1,272,516	5,409,621	5,712,511
Total expenditure	3,755,556	381,549	1,339,439	5,476,544	5,785,601

Net incoming resources are stated after charging £47,025 (2019: £43,300) to operating lease rentals included in premises costs and interest charged on the bank loans of £66,923 (2019: £73,090) included in finance costs.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

7	Support costs	2020	2019
		£	£
	Administrative staff costs	365,978	426,952
	Professional fees	45,610	88,990
	Inspection costs	5,617	5,614
	Telephone	19,478	23,964
	Subscriptions	8,228	8,415
	Marketing	45,869	47,918
	Other support costs	5,760	3,239
	Governance costs (note 8)	11,760	12,279
		508,300	617,371

8	Governance costs	2020	2019
		£	£
	Audit fees	9,900	9,600
	Other governance costs – non audit fees	1,860	2,679
		11,760	12,279

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Teaching staff	77	72
Non-teaching staff	34	37
	111	109

The average monthly full time equivalent number of employees was:

Teaching staff	58	58
Non-teaching staff	26	28
	84	86

Employment costs

	2020 £	2019 £
Gross salaries	2,999,152	3,130,418
Redundancy payments	-	24,000
Employer's national insurance	250,242	295,534
Pension costs	506,162	408,883
	3,755,556	3,858,635

The number of employees whose annual emoluments were £60,000 or more were:

	2020 Number	2019 Number
£90,000 to £100,000	1	1
£150,000 - £160,000	1	-
£160,000 to £170,000	-	1

Contributions totalling £14,338 (2019: £14,338) were made during the year to pension schemes on behalf of employees whose emoluments exceeded £60,000.

The key management personnel of the charity comprise the Head Teacher and the Deputy Head Teacher/Bursar. The total employee benefits of key management personnel of the charity during the year were £304,436 (2019: £298,094).

Staff costs include ex gratia payments totalling £nil (2019: £24,000 arising as a result of a staff restructuring).

No governors receive any remuneration for their role as a trustee.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

10 Comparative funds – Statement of Financial Activities for the year ended 31 August 2019

	Notes	Unrestricted funds £	Designated funds £	Restricted Funds £	Total 2019 £
<u>Income from:</u>					
Donations and legacies		1,217	-	-	1,217
Other trading activities	3	66,882	-	-	66,882
Charitable activities	4	5,806,183	-	-	5,806,183
Other income	5	300	-	-	300
Total income		5,874,582	-	-	5,874,582
<u>Expenditure on:</u>					
	6				
Raising funds					
Finance costs		73,090	-	-	73,090
Total cost of raising funds		73,090	-	-	73,090
Charitable activities					
Education		5,712,511	-	-	5,712,511
Total expenditure		5,785,601	-	-	5,785,601
Net income		88,981	-	-	88,981
Transfers between funds	18/19	(10,800)	30,000	(19,200)	-
Movement in funds		78,181	30,000	(19,200)	88,981
Fund balances at 1 September 2018		7,801,751	60,000	76,800	7,938,551
Fund balances at 31 August 2019		7,879,932	90,000	57,600	8,027,532

* Note 10 is a comparative to that shown on page 14

11 Taxation

The Trust is a Registered Charity (number 801924). All activities are undertaken to fulfil the primary objectives of the charity and are therefore exempt under Part 11 of the Corporation Tax Act 2010.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

12 Tangible fixed assets

	Asset Under Construction	Land and buildings	Fixtures, fittings &	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 September 2019	-	11,959,333	1,120,936	173,717	13,253,986
Additions	114,194	25,091	13,207	11,700	164,192
Disposals	-	-	(77,367)	(34,696)	(112,063)
At 31 August 2020	114,194	11,984,424	1,056,776	150,721	13,306,115
Depreciation					
At 1 September 2019	-	2,458,421	705,033	152,600	3,316,054
Charge for year	-	253,128	119,125	9,296	381,549
Eliminated on disposals	-	-	(77,367)	(34,697)	(112,064)
At 31 August 2020	-	2,711,549	746,791	127,199	3,585,539
Net bookvalue					
At 31 August 2020	114,194	9,272,875	309,985	23,522	9,720,576
At 31 August 2019	-	9,500,912	415,903	21,117	9,937,932

13 Debtors

	2020	2019
	£	£
Trade debtors	120,944	123,297
Other debtors	3,232	30,140
Prepayments and accrued income	56,968	41,150
	181,144	194,587

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

14 Creditors: amounts falling due within one year	2020	2019
	£	£
Bank loans (see note 15)	146,048	140,776
Trade creditors	153,793	69,746
Taxes and social security costs	69,342	76,166
Fees in advance	500,613	596,355
Other creditors	330,206	231,189
Accruals	93,684	140,293
Deferred income - Advance fees payment scheme (see note 16)	83,356	169,052
	<u>1,377,042</u>	<u>1,423,577</u>

Fees in Advance represent monies received on account of fees due for the Autumn term 2020.

Amounts included as Advance Fees Payment Scheme are those received under a contract for future years' fees. The money may be returned subject to specific conditions upon the receipt of one term's notice.

Included within other creditors are amounts held as deposits, which are due on the pupil leaving the school or on receipt of one term's notice.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

15 Creditors: amounts falling due after more than one year

	2020 £	2019 £
Bank loans	1,491,649	1,637,696
Deferred income - Advance fees payment scheme (see note 16):		
Due in more than one year but not more than two years	19,903	63,843
Due in more than two years but not more than five years	20,300	-
	<u>1,531,852</u>	<u>1,701,539</u>

	2020 £	2019 £
Bank loan maturity analysis		
Debt due in one year or less	146,048	140,776
In more than one year but not more than two years	152,851	146,048
In more than two years but not more than five years	498,832	478,369
In more than five years	839,966	1,013,279
	<u>1,637,697</u>	<u>1,778,472</u>

The bank loans are secured by a first legal charge over the commercial freehold and residential freehold properties of the school. The loans are repayable as follows:

The Development Loan was taken out during the 2016 accounting period, with a further draw down during 2017. At the balance sheet date £1,637,697 was outstanding in respect of this loan (2019: £1,778,472). Interest only was paid until December 2017. Capital and interest started being repaid from January 2018.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

16 Advance Fees Payment Scheme

Parents may enter into a contract to pay to the school tuition fees in advance. The money may be returned subject to specific conditions upon the receipt of one term's notice. Assuming pupils will remain in the school, advance fees will be applied as below.

	2020 £	2019 £
Amounts due within one year	83,356	169,052
Amounts due after more than one but less than two years	19,903	63,843
Amounts due after more than two but less than five years	20,300	-
	<u>123,559</u>	<u>232,895</u>

The balance represents the accrued liability under the contracts. The movements during the year were:

Balance as at 1 September 2019	232,895	431,102
Amounts received in year	59,715	114,900
Amounts credited to pupil accounts for fees	(169,051)	(313,107)
Balance as at 31 August 2020	<u>123,559</u>	<u>232,895</u>

17 Pension and other post-retirement benefit commitments

The School participates in the Teachers' Pension Scheme ("the TPS") for its teaching staff. The pension charge for the year includes contributions payable to the TPS of £412,726 (2019: £320,966) and at the year-end £Nil (2019: £Nil) was accrued in respect of contributions to this scheme.

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

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2016 and the Valuation Report, which was published in March 2019, confirmed that the employer contribution rate for the TPS would increase from 16.4% to 23.6% from 1 September 2019. Employers are also required to pay a scheme administration levy of 0.08% giving a total employer contribution rate of 23.68%.

The 31 March 2016 Valuation Report was prepared in accordance with the benefits set out in the scheme regulations and under the approach specified in the Directions, as they applied at 5 March 2019. However, the assumptions were considered and set by the Department for Education prior to the ruling in the 'McCloud/Sargeant case'. This case has required the courts to consider cases regarding the implementation of the 2015 reforms to Public Service Pensions including the Teachers' Pensions.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

17 Pension and other post-retirement benefit commitments (continued)

On 27 June 2019 the Supreme Court denied the government permission to appeal the Court of Appeal's judgment that transitional provisions introduced to the reformed pension schemes in 2015 gave rise to unlawful age discrimination. The government is respecting the Court's decision and has said it will engage fully with the Employment Tribunal as well as employer and member representatives to agree how the discriminations will be remedied. A consultation was launched by the government on 16 July 2020, and closed to responses on 11 October 2020.

The TPS is subject to a cost cap mechanism which was put in place to protect taxpayers against unforeseen changes in scheme costs. The Chief Secretary to the Treasury, having in 2018 announced that there would be a review of this cost cap mechanism, in January 2019 announced a pause to the cost cap mechanism following the Court of Appeal's ruling in the McCloud/Sargeant case and until there is certainty about the value of pensions to employees from April 2015 onwards. The pause was lifted in July 2020 and the government is preparing to complete the cost control element of the 2016 valuations, which is expected to be completed in 2021.

In view of the above rulings and decisions the assumptions used in the 31 March 2016 Actuarial Valuation may become inappropriate. In this scenario, a valuation prepared in accordance with revised benefits and suitably revised assumptions would yield different results than those contained in the Actuarial Valuation.

Until the consultation and the cost cap mechanism review are completed it is not possible to conclude on any financial impact or future changes to the contribution rates of the TPS. Accordingly no provision for any additional past benefit pension costs is included in these financial statements.

The School also operates a defined contribution pension scheme for non-teaching staff. The pension charge for the year includes contributions payable to this scheme of £93,426 (2019: £87,917) and at the year-end £Nil (2019: £Nil) was accrued in respect of contributions to this scheme.

18 Restricted funds

	Movement in funds				At 31 August 2020
	At 1 September 2019	Income	Expenditure	Transfer	
	£	£	£	£	£
Catering Facilities Fund	57,600	30,000	(19,200)	(30,000)	38,400
	57,600	30,000	(19,200)	(30,000)	38,400

The Catering Facilities Fund represents funds received towards the improvement of the school's catering facilities. The transfer out of the fund relates to depreciation of the catering assets purchased with funds during the year to 31 August 2020.

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

19 Designated Funds

	Movement in funds			
	At 1 September 2019	Income	Expenditure	At 31 August 2020
	£	£	£	£
Building Maintenance	90,000	-	-	90,000
	90,000	-	-	90,000

The building maintenance fund represents funds set aside by governors to pay for potential future repair work.

20 Share capital

The company is limited by guarantee and does not have share capital. In the event of the company being wound up and being unable to meet its liabilities, each member undertakes to contribute such sums as may be required up to a maximum of £1 each. The company is under the control of the board of Governors.

21 Net cash inflow from operating activities

	2020 £	2019 £
Reconciliation to changes in resources		
Changes in resources	59,310	88,981
Financing costs	66,923	73,090
Depreciation of tangible fixed assets	381,549	388,678
(Profit)/loss on disposal of tangible fixed assets	(750)	(300)
(Increase)/decrease in debtors	13,443	23,450
Increase/(decrease) in creditors	(75,447)	(148,560)
	445,028	425,339

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

22 Analysis of net assets between funds	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fund balances at 31 August 2020 are represented by:				
Tangible fixed assets	9,682,176	-	38,400	9,720,576
Current assets	1,185,160	90,000	-	1,275,160
Creditors: amounts falling due within one year	(1,377,042)	-	-	(1,377,042)
Creditors: amounts falling due after more than one year	(1,531,852)	-	-	(1,531,852)
	7,958,442	90,000	38,400	8,086,842

Fund balances at 31 August 2019 are represented by:

Tangible fixed assets	9,880,332	-	57,600	9,937,932
Current assets	1,124,716	90,000	-	1,214,716
Creditors: amounts falling due within one year	(1,423,577)	-	-	(1,423,577)
Creditors: amounts falling due after more than one year	(1,701,539)	-	-	(1,701,539)
	7,879,932	90,000	57,600	8,027,532

23 Commitments under operating leases

At 31 August 2020 the company had total commitments under non-cancellable operating leases as follows:

	2020	2019
	£	£
Expiry date:		
Within one year	39,393	43,033
Between one and two years	34,430	11,540
Between two and five years	72,691	12,847
	146,514	67,420

24 Commitments

At the balance sheet date the school had further commitments in relation to construction work in respect of the nursery extension of £150,000 (2019: £nil).

CUMNOR HOUSE SCHOOL TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

25 Related parties

The school is limited by guarantee with no one member having overall control.

During the year, £480 of course attendance costs was reimbursed to trustees (2019: £428).

Cumnor House School believes that an excellent education should be available to all children, regardless of means. In order to facilitate this, The Cumnor Foundation (a separate charity – charity number 1168316) has been set up to provide free places at Cumnor House School, and thereafter at a number of senior independent schools. The Cumnor Foundation has a board of trustees which is not common to Cumnor House School.