

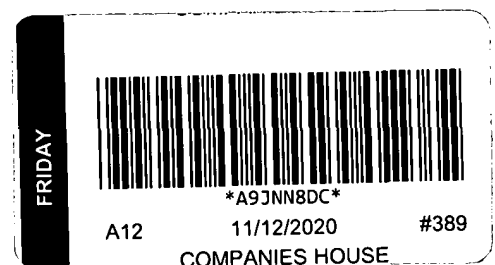
CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE

**(A company limited by guarantee and
not having a share capital)**

REPORT AND FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2020**

Company Number: 3407765
Charity Number: 1063645



CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
(A company limited by guarantee and not having a share capital)

YEAR ENDED 31 MARCH 2020

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CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
(A company limited by guarantee and not having a share capital)

REFERENCE AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2020

CHARITY NUMBER: 1063645

COMPANY NUMBER: 3407765

REGISTERED OFFICE: 19 South Road
Hampton
Middlesex
TW12 3PE

BOARD OF TRUSTEES: Antonia Beary
Antony Hudson (Chair)
Michael Kennedy
Stephen Oliver (Treasurer)
Sarah Conrad
James Murphy O'Connor (resigned September 2019)
Alexandra Neil (appointed September 2019)
John Patterson
Hilary Blake
Nicholas Cuddihy (appointed May 2019)
David Buxton (appointed May 2019)
Michael Connolly (Vice Chair, resigned 18th June 2019)

GENERAL SECRETARY: Maureen Glackin

AUDITORS: Moore Kingston Smith LLP
Devonshire House
60 Goswell Road
London EC1M 7AD

SOLICITORS: Stone King
13 Queen Street
Bath BA1 2HJ

BANKERS: Allied Irish Bank
Mayfair Branch
10 Berkeley Square
Mayfair, London W1J 6AA

HSBC
55 Corporation St
Coventry
West Midlands CV1 1GX

Hodge Bank
One Central Square
Cardiff CF10 1FS

Santander Business Banking
Bridle Road
Bootle
Merseyside L30 4GB

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

The Board of Management, who are also directors, present their annual report together with the financial statements for the year ended 31 March 2020.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Catholic Independent Schools' Conference (CISC) was incorporated in 1997 as a company limited by guarantee (no. 3407765) and is also a registered charity (No. 1063645). The governing document of the charity is the Memorandum and Articles of Association, which can be found on the website at www.catholicindependentschools.com > About > Key Documents and Policies.

CISC is administered by a Board of Management, whose members are its directors and trustees for the purposes of Company and Charity law respectively. The names of the directors/trustees are shown on page 1.

The Board of Management is elected by the membership. Candidates must be full members (see: definition of full member on the website at www.catholicindependentschools.com > Membership > Membership Types). Board members serve for a period of six years. The Board of Management elects the Chair of the Board for a period of four years. Antony Hudson was elected Chair in January 2020.

In their committed work for CISC, the trustees have regard to the guidance issued by the Charity Commission on public benefit, in particular with reference to the documents above.

Dr Maureen Glackin was appointed to the post of General Secretary in October 2018.

RISK ASSESSMENT

The Risk Statement and Risk Register were presented to the committee (board of management) at a full meeting on 19 September, 2019. After a full discussion it was reviewed and updated. It was approved at the next full meeting of the committee on 15 January, 2020.

OBJECTIVES AND ACTIVITIES

The Company's (CISC's) Objects, as described in the Memorandum and Articles of Association (1997) are:

"To promote education in schools which teach the Catholic faith principally by providing the head teachers or principals of those schools with the opportunity to meet, discuss, analyse and consider common concerns and to disseminate the outcome of such meetings."

In a year of transition, CISC has focused on:

- Ensuring the success of Conference, January 2020 with reference to quality of delegate experience and financials.
- Review and revision of the charity's suite of policies (May 2019), reflective of updates in policy and practice with reference to the sector All policies accessible at: www.catholicindependentschools.com > About > Key Documents and Policies.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

- The range of activities to meet the charity's objectives has remained broadly similar to previous years however their means of delivery is under review in order to better support the needs of members and financial sustainability.
- Understanding the terrain through pastoral support and visits, 1:1 conversations and the promotion of Catholic education more widely through publications, keynote addresses and collaborations with other Catholic agencies
- Strategic conversations with dioceses and the Catholic Education Service (CES) on issues of importance to the sector: leadership formation, denominational inspection, policy and document development.

ACHIEVEMENTS AND PERFORMANCE

In January 2017, the committee approved a Strategic Plan for 2017-2020, which outlined five strategic aims. Therefore, in line with last year's report, achievement and performance will be evaluated against these five areas:

1. To support our members and promote the leadership of our schools, by –

- Providing resources and pastoral and spiritual support for current heads, including opportunities to meet.

Conference 2020 attracted 131 delegates, including sponsors. Feedback revealed a very high level of satisfaction.

The Heads' and Bursars' Leadership Briefing hosted by headline sponsors Moore Kingston Smith and Stone King in September 2019 was attended by 15 delegates.

The General Secretary had visited 33 schools before lockdown. Each visit allows an opportunity for listening, offering individual support and sharing conversations that will allow for the development and revision of the strategic plan in 2020.

- Developing a CISC Leadership Programme, to include *Introduction to Catholic Leadership* for those with potential to lead a Catholic school and the *Development of Catholic Leadership* for those serving heads who wish to deepen their understanding of the Catholic mission and for governors to develop their understanding of the Catholic mission of their schools.

CISC has further developed its collaboration with EducareM and the National School of Formation (NSF), with the General Secretary now sitting on its leadership team.

2 CISC heads participated in the NSF programme, 'Christ the Teacher', aimed at heads and governors.

A new programme for Aspiring Leaders has been developed with EducareM and will commence, in academic year (AY) 20/21. The CISC Committee has agreed to offer a subsidy to members participating on the course.

Head teachers who oversee more than one school will be invited to join the CES Executive Leadership course

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

- Supporting Special School Heads by providing an effective network for them and to allow their best practice and insights into Catholic mission to be more widely disseminated.

The networking and sharing of professional expertise provided by the collaborative initiatives with EducareM and the CES is ensuring that the distinctive nature of the Special Schools context is embedded in the development of policy and documents pertaining to mission. The General Secretary has met 3 times with Special School Heads to continue their work on the Draft Denominational Inspection Framework, in collaboration with the CES, which is now in its final stages. Looking forward, we have already commenced discussions with reference to the revised Religious Education Curriculum Directory and the new programme for the training of inspectors.

2. To develop communication and resources to support Catholic education, by –

- Upgrading the website and digital strategy with resources and best practice show-cases for schools.

The website continues to see enhanced use with an average of 4032 page views per month and 1,015 sessions. In order to further improve functionality and cost-effectiveness, CISC implemented a tendering process and will move to a new web provider in August 2020. The General Secretary will implement a process of refreshing and renewing content as part of this transition.

- Increasing frequency of newsletters and developing content

April 2019 through to March 2020, saw 7 newsletters circulated: April, June, July, September, October, December and February. Feedback is positive on content which focuses on information and updates on ongoing issues, supportive articles and service provision from sponsors and exhibitors. A more formal evaluative tool may be employed in the coming year order to ensure it is meeting members' needs.

- Leading and co-ordinating campaigns and strategic positions relevant to CISC and Catholic Education (e.g. response to Denominational Inspection National Consultation).

CISC has worked closely with Philip Robinson, the RE Advisor at the CES, to ensure the new Denominational Inspection Framework embraces the Independent Catholic school context. This fruitful collaboration will continue with CISC's involvement in the CES' revision of the Religious Education Curriculum Directory and the development of national training for Denominational Inspection over the next 18 months.

CISC enhanced its members' benefits package to include membership of the Chartered College of Teaching and in partnership with Eduhealth, access for all members' and their staff to a BUPA employee assistance telephone service as well as free eye test and product offers from Optical Express.

The General Secretary, in collaboration with Reed Brand Communications, surveyed CISC schools for specific data on their work for the Public Benefit. A presentation at Conference 2020 shared headlines and a publication 'Learning to Love and Love Like Jesus. CISC Schools and The Common Good' is scheduled for later in the year.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

3. To develop training and development opportunities for CISC Members' Schools and the wider Catholic Community, by –

- Reviewing structure and content of Study Days to ensure challenging issues are addressed e.g. financial support, SEND?

The Heads' and Bursars' Study Day (September 2019) garnered positive feedback from all 13 attendees. Content addressed the financial challenges and current trends within the Independent Educational context and allowed for an informative seminar format which addressed school specific issues in a supportive environment. The General Secretary was in discussion with CAFOD to co-host a day for Chaplains, now postponed due to Covid. Planning for this will continue in AY 20/21 with the potential for this and other Study Days to move into an online format.

- Developing a training offer for CISC Schools on Catholic mission (e.g. INSET days, twilight sessions).

The website highlights the free INSET offer to CISC Schools as a Member Benefit. The General Secretary has so far supported 2 CISC Schools with talks on Catholic mission as well as non-CISC schools at the CES Executive Training Conferences.

CISC's collaboration with EducareM and the NSF will offer a bespoke training pathway from early career, through aspiring leaders to School Leadership.

- Focusing on development of training of RE teachers in CISC Schools.

Comment: See bullet point 1

4. To co-ordinate opportunities for students in CISC Schools and the wider Catholic Community, by –

- Extending the scope and challenge of annual competitions (e.g. by introducing a poetry competition).

The Christmas Card and Poetry Competitions saw increased entries this year. The former - on the theme of Light and Peace - saw 80 entries, whilst the latter - with the theme of 'Gifts' - saw an incredible 177 entries across the junior and senior sections, including a new Special Schools' category.

- Providing a platform for leadership among the students (e.g. students as guest bloggers) and Leadership Development.

The General Secretary worked with the CES to provide opportunities for the 'Student Voice' to form part of the consultation process on the new Inspection Framework. The landscape of Covid has postponed this initiative but it will, hopefully, return in a renewed format for AY 20/21.

- Developing opportunities for spiritual growth for students (e.g. prayer resources, CISC pilgrimage to Taizé?)

CISC competitions provide explicit opportunities for students to consider a more reflective response to life. Currently, the challenging landscape for the independent sector means that pan-school projects are less of a focus than might previously have been the case.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

5. To develop and extend the partnerships which promote Catholic Education, by -

- Promoting and developing partnerships with the Catholic Maintained Sector with a view to contributing to the common good and public benefit.

The data generated by the 'CISC and the Common Good' Survey reveals that Partnership Projects with the Maintained Sector are a core component of many CISC schools. 78% of schools work with their local counterparts across a range of initiatives, including: professional development, facilities sharing, co-curricular teaching, chaplaincy, charity work and outreach.

- Developing constructive partnerships and links with Catholic Ecclesial Bodies, especially the Bishops' Conference, CES, Diocesan Directors of Education, Religious Orders, local deaneries and parishes.

As previously stated, CISC has worked very closely and formatively with the CES this year across a range of issues including governance, denominational inspections, the Religious Education Curriculum Directory and Leadership Development.

The General Secretary has contacted all Diocesan Education Directors and met with a number of them to promote strategic conversations and further develop the dialogue and relationship between individual dioceses and CISC schools. One diocese hosted a training day for independent schools whose success has led to it becoming an annual event. Others have engaged with CISC Schools in terms of training for denominational inspection.

- To develop partnerships with other Catholic Agencies, especially CATSC, Networking, EducareM, Ten Ten Theatre Company, Redemptorist Publications, and CAFOD.

Funding for Networking has been sustained and the magazine continues to be a conduit for the work of CISC across the broader Catholic Education Sector.

Rise Theatre Company, Ten Ten theatre, CAFOD and Redemptorist publications are frequent contributors to Conference and their services are taken up by CISC schools.

CISC's strategic partnership with EducareM has been explored above.

- To develop, as appropriate, constructive partnerships with the Independent School Associations and encourage CISC Members to play an active role in their associations

Contact has been made and conversations had with the DfE's Independent School and Safeguarding Division, who attended Conference this year. In addition, our collaboration with the Chartered College of Teaching led to Dame Alison Peacock being a keynote at this year's Conference. The General Secretary has also developed relationships with the ISC and the ISA.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

CISC Committee Members remain active within associated professional bodies and some also sit on their committees, for example the GSA, HMC, ISI and Diocesan Inspectorates.

THE FUTURE

The coming year will see a focus on:

- The development and launch of a new Strategic Plan at Conference 2021
- Revised format of Day Conferences to include collaborative as well as online opportunities
- Web development, with a consideration of online resources and virtual learning opportunities.
- The launch of the 'Barnabas Programme' for aspiring leaders
- Embedding existing and building new collaborative partnerships for mutual benefit

The effects of the pandemic, in addition to the uncertainty caused by Brexit and the financial implications of the changes to the TPS, have occasioned a re-consideration and re-forecasting of the budget, priorities and finances for CISC and its schools. Underpinning all aspects of our work will be a rigorous consideration of its financial viability, cost-effectiveness, value and impact to CISC and its members with all activities and developments being evaluated in terms of their effectiveness against three criteria - mission, market and morality.

FINANCIAL REVIEW

The end of year balance for March 2020 saw a deficit of £22,619 compared to a deficit of £48,109 in 2019.

The ongoing deficit, whilst moving in the right direction, needs to be further reduced going forwards if CISC is to remain sustainable. Movement to a new web provider and working with collaborators on day conferences, as well as developing online options, will support a move into profitability as will a reduction in administration costs. Reserves have been called upon to maintain the running costs of CISC this year but this is not desirable or sustainable long term. The reality of Covid has challenged our progress towards reducing the deficit in AY20/21, however this remains our intention.

CISC finances are secure but with membership fees and monies generated by Conference as the two main sources of income it is vulnerable to the vagaries of the education market and the reality of life with and beyond the pandemic. At time of writing, it is unclear as to whether Conference 2021 can go ahead and if so with what timing and format. This could mean, at worst, a severe loss of income or at best a reduction in income. The latter could be mitigated by a reduction in expenditure, as was seen this year, with Conference costing £39,277 compared with £71,762 in 2019.

Membership and, therefore, subscriptions will inevitably reduce, with some member schools unable to survive the challenge of Covid and facing closure. As smaller schools are most vulnerable, the potential loss of income to CISC is not significant but it further highlights the need to diversify income streams.

Increasing membership internationally and developing strategic relationships with business providers and dioceses will further reduce running costs and allow CISC to offer a broader membership package of benefits to our members.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

The remainder of the grant funding from Porticus and the Jesuit Institute is shown as Restricted Funds and is not set against income and expenditure. Total carried forward restricted funds of £14,323 at 31 March 2020. A proportion of the grant funding was allocated for the development of CISC's leadership programme under the previous General Secretary. Moving forwards, the remainder will be used to provide subsidies for participants on the new 'Barnabas Programme for Aspiring Leaders'.

In conclusion, it is fair to say that CISC is still recovering financially from the exceptional one-off costs associated with the appointment of the new General Secretary in 2019 and the costs of Conference 2019. In addition, the planned movement into profitability in AY20/21 is threatened by the potential loss of income from Conference due to Covid. However, the ongoing drive to reduce costs, retain membership through an enhanced benefits package and develop more strategic collaborations, will ensure that CISC emerges stronger and fit for purpose in service of its members in the years to come.

The General Secretary expresses thanks and gratitude for the support and professional wisdom of Liz Brown and Katie Smith at Princethorpe, Paula Hawkins at Serendipity Ink and Daniel Graham and David Hatchard at Moore Kingston Smith.

REMUNERATION POLICY

The Charity has one paid employee, the General Secretary and administrative support is provided by a freelance colleague for which the budget is agreed by the Trustees. The General Secretary's salary is competitive and there is an annual appraisal and salary review, with the possibility of a salary increase subject to a successful completion of annual objectives.

RISK

Each year the risks to the Charity are kept under review. These include drop in membership (and therefore income), financial procedures, deviation from core activity, reputational damage to the organisation, ineffective governance, data loss, health and safety and safeguarding. These have been carefully considered and the likelihood and impact scored. The systems of the organisation for minimising risk are considered robust and the risk to the organisation is low. The Risk Register is reviewed annually and trustees are constantly mindful of the risks faced by the charity. The register can be viewed by members only in the Members' Area of the website.

RESERVES POLICY

At the committee meetings on 16 May 2019 and 19 September 2019, the trustees agreed to close accounts holding reserves and move assets into operational accounts to support running costs. The trustees continually monitor the free reserves of the charity, which are defined as unrestricted funds less fixed assets and at March 2020 these totalled £82,159. The trustees consider that reserves of between six and twelve months' expenditure are required to ensure that the charity is able to meet its long term charitable objectives.

STATEMENT OF BOARD OF MANAGEMENT RESPONSIBILITIES

The Board of Management (who are also directors of Catholic Independent Schools' Conference for the purposes of company law) are responsible for preparing the Board of Management's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2020**

Company law require the Board of Management to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Board of Management 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;
- 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 company will continue in business.

The Board of Management are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Board of Management are aware:

- there is no relevant audit information of which the charity's auditor is unaware; and
- the Board of Management 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 is aware of that information.

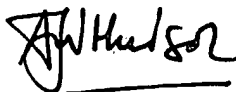
AUDITORS

Moore Kingston Smith LLP have been appointed as auditors to the company and a resolution to re-appoint them will be proposed at the AGM.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the Board



Antony J W Hudson
Chair

(27/10/20)

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 MARCH 2020**

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Moore Kingston Smith LLP

Date 27 October 2020

Neil Finlayson (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

Devonshire House
60 Goswell Road
London
EC1M 7AD

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
For the year ended 31 March 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income					
<i>Income from charitable activities</i>					
Grant income		-	-	-	-
Subscriptions		84,546	-	84,546	82,036
Sponsorship		16,700	-	16,700	17,408
Conference income		57,264	-	57,264	63,712
Programme for potential heads		-	-	-	6,120
Bank interest		521	-	521	267
Study days		1,105	-	1,105	2,235
Other income		1,215	-	1,215	2,031
Total Income		161,351	-	161,351	173,809
Expenditure					
Charitable Activities	3	183,970		183,970	221,047
Total Expenditure		183,970	-	183,970	221,047
Other losses					
Losses on disposal of tangible fixed assets		-	-	-	(871.00)
Net movement on funds	12	(22,619)	-	(22,619)	(48,109)
Total Funds Brought Forward	12	113,763	14,323	128,086	176,195
Total Funds Carried Forward		91,144	14,323	105,467	128,086

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 16 to 21 form an integral part of these accounts.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
For the year ended 31 March 2020

	Note	2020 £	2020 £	2019 £	2019 £
Fixed Assets					
Intangible assets	6	8,441		12,605	
Tangible assets	7	<u>544</u>		<u>907</u>	
			8,985		13,512
Current Assets					
Debtors	9	2,749		1,744	
Short term deposits		86,571		145,840	
Cash and cash equivalents		<u>54,996</u>		<u>69,708</u>	
			144,316		217,292
Creditors: Amounts falling due within one year	10	<u>(47,959)</u>	(47,959)	<u>(102,718)</u>	(102,718)
Net Current Assets			<u>96,357</u>		<u>114,574</u>
Total Net Assets			<u><u>105,342</u></u>		<u><u>128,086</u></u>
Funds					
Unrestricted funds	12	91,144		113,763	
Restricted funds		14,323		14,323	
			<u><u>105,467</u></u>		<u><u>128,086</u></u>


For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the Board of Trustees on 27/10/20
and signed on their behalf by:

 (CHAIR OF CISC)

Antony Hudson
Company number: 3407765

The notes on pages 16 to 21 form an integral part of these accounts.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
For the year ended 31 March 2020

1 Accounting Policies

Company information

Catholic Independent Schools' Conference is a charity limited by guarantee and incorporated in England and Wales. The registered office is 19 South Road, Hampton, England, TW12 3PE.

The following policies have been used consistently in the preparation of the charity's financial statements.

Basis of Preparation of the Financial Statements

These financial statements have been prepared under the historical cost convention and on the going concern basis which assumes the company will continue in operational existence for the foreseeable future.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity is a public benefit entity for the purposes of FRS 102 and therefore the charity also prepared its financial statements in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (The FRS 102 Charities SORP) and the Charities Act 2011.

These financial statements for the year ended 31 March 2020 are prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland.

The Charity is a Public Benefit Entity as defined by FRS 102.

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

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Revenue recognition

All income is recognised when there is entitlement to the funds, the receipt is probable and the amount can be measured reliably. Subscriptions are accounted for in the period which the membership relates to and is included in deferred income when the membership relates to the next period.

Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is recognised once there is legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently at cost less depreciation and any impairment losses. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Office equipment and furniture	33.3% straight line
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CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
For the year ended 31 March 2020

1 Accounting Policies (continued)

Tangible fixed assets (continued)

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the SOFA.

Intangible fixed assets

Intangible fixed assets are initially measured at cost and subsequently at cost less amortisation and any impairment losses. Amortisation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Website development costs	20% straight line
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Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

Basic financial instruments

Basic financial instruments are measured at amortised cost. The charity has no other financial instruments or basic financial instruments measured at fair value.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price and subsequently measured at amortised cost less any impairment.

Taxation

The organisation is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities as it falls within various exemptions available.

Fund Accounting

Funds held by the charity are:

Unrestricted funds - These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - These are funds held where the donor has provided for the donation to be spent in furtherance of a specific charitable purpose.

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the board is 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.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
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2. Critical accounting estimates and judgements (continued)

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, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates and assumptions which have a significant risk.

3 Analysis of Expenditure

	2020	2019
	Total	Total
	£	£
Staff Costs (see note 4)	92,619	53,860
Other Costs (see below)	91,351	167,186
	<u>183,970</u>	<u>221,046</u>

Other costs are split as follows:

	2020	2019
	£	£
Conference accommodation & catering	39,277	71,762
Use of premises	-	156
Professional fees	9,619	13,368
Printing, postage, stationery and advertising	262	1,367
Travelling and subsistence	6,496	6,830
Computer and office equipment	24,798	27,293
Depreciation	587	607
Amortisation	3,940	3,940
Telephone	122	763
Insurance	2,377	2,704
Networking	3,105	1,554
Other costs	769	6,750
Recruitment costs	-	30,092
Restricted projects	-	-
	<u>91,351</u>	<u>167,186</u>

4 Staff Costs

	2020	2019
	£	£
a. Wages and Salaries	85,000	49,994
Social Security Costs	7,619	3,866
	<u>92,619</u>	<u>53,860</u>

The average number of employees for 2020 is 1 (2019: 1).

Those higher earning employees are:

	2020	2019
In the band £80,000 - £89,999	1	-

The Trustees consider that the Company Secretary whose costs are detailed above, represents the key management of the charitable company.

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4 Staff Costs (continued)

b. Trustees' remuneration and reimbursed expenses

The trustees received no remuneration but 6 (2019: 6) trustees were reimbursed travel expenses totalling £1,615 during the year (2019: £2,018).

5 Net movement in funds is stated after charging

	2020 £	2019 £
This is stated after charging:		
Auditors' remuneration (net of VAT)	4,250	5,740
Amortisation charge	4,164	4,165
Depreciation charge	363	382
	<u> </u>	<u> </u>

6 Intangible Fixed Assets

Cost	Website
Balance at 1st April 2019	20,823
Additions	-
Balance at 31st March 2020	<u>20,823</u>
 Amortisation	
Balance at 1st April 2019	8,218
Charge for the year	4,164
Balance at 31st March 2020	<u>12,382</u>
 Net Book Value	
At 31st March 2020	<u>8,441</u>
At 31st March 2019	<u>12,605</u>

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7 Tangible Fixed Assets

Cost	Office Equipment
Balance at 1st April 2019	1,088
Additions	-
Disposals	-
Balance at 31st March 2020	<u>1,088</u>
Depreciation	
Balance at 1st April 2019	181
Charge for the year	363
Disposals	-
Balance at 31st March 2020	<u>544</u>
Net Book Value	
At 31st March 2020	<u>544</u>
At 31st March 2019	<u>907</u>

8 Financial instruments

	2020 £	2019 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost:	<u>-</u>	<u>-</u>
Carrying amount of financial liabilities		
Measured at amortised cost:	<u>7,155</u>	<u>44,464</u>

9 Debtors

	2020 £	2019 £
Prepayments & accrued income	2,749	1,744
	<u>2,749</u>	<u>1,744</u>

10 Creditors

	2020 £	2019 £
Subscriptions in advance (see note 11)	37,662	55,056
Accruals and other creditors	7,155	44,464
Taxation and Social Security	3,142	3,198
	<u>47,959</u>	<u>156,167</u>

11 Subscriptions in advance

	2020 £	2019 £
At beginning of the year	55,056	47,626
Released during the year	(55,056)	(47,626)
Additions in the year	37,662	55,056
At end of the year	<u>37,662</u>	<u>55,056</u>

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12 Reserves	Balance at 1 April 2019	Income	Expenditure	Other losses	Balance at 31 March 2020
	£	£	£	£	
Unrestricted funds	113,763	161,351	(183,970)	-	91,144
Porticus	9,660	-	-	-	9,660
Jesuits in Britain	4,663	-	-	-	4,663
Restricted reserves	14,323	-	-	-	14,323
Total reserves	128,086	161,351	(183,970)	-	105,467

Reserves	Balance at 1 April 2018	Income	Expenditure	Other losses	Balance at 31 March 2019
	£	£	£	£	
Unrestricted funds	157,372	173,809	(216,547)	(871)	113,763
Porticus	14,160	-	(4,500)	-	9,660
Jesuits in Britain	4,663	-	-	-	4,663
Restricted reserves	18,823	-	(4,500)	-	14,323
Total reserves	176,195	173,809	(221,047)	(871)	128,086

Restricted funds

The Porticus funding is towards the CISC special schools projects and the CISC school partnership projects with the community.

Jesuits in Britain funding is towards the CISC leadership programme.

13 Company Status

The charity is a registered company limited by guarantee. The members liability is limited in the event of the company being wound up to a contribution of £1 towards the assets of the company. Members comprise the Board of Management.

14 Related Party Transactions

With the exception of trustees reimbursements disclosed in note 4b there were no other related party transactions during the current and preceding year.