

REGISTRARS COPY

Registered number: 06997931
Charity number: 1133430

BILLERICAY COMMUNITY TRUST
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021



BILLERICAY COMMUNITY TRUST
(A company limited by guarantee)

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BILLERICAY COMMUNITY TRUST
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees	A Butt (resigned 14 June 2021) A Mears R Seward (resigned 23 December 2020) L Brumby S Kew, Chair M Norman M Jackson Bridge S Haskins (appointed 2 March 2021)
Company registered number	06997931
Charity registered number	1133430
Registered office	Buttsbury Junior School Norsey View Drive Billericay Essex CM12 0QR
Company secretary	S Julian-Ottie
Chief executive officer	S Kew
Accountants	MWS Kingsridge House 601 London Road Westcliff-on-Sea Essex SS0 9PE

BILLERICAY COMMUNITY TRUST
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the Company for the 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

What is the Billericay Community Trust?

The Billericay Community Trust is a registered charity and company limited by guarantee governed by memorandum and articles of association comprising of fifteen schools in Billericay; Billericay Educational Consortium, a provider of initial teacher training and Anglia Ruskin University. The Billericay Community Trust complies with all regulatory and legal requirements as set out by the Charities Commission and Companies House.

Objectives and activities

a. Policies and objectives

The charity's main activity is supporting education within Billericay.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Activities undertaken to achieve objectives

The last year has been a difficult year for the community as the Covid-19 pandemic has greatly impacted on our lives. Schools have been amongst the greatest impacted, with massive changes to the way in which the children have been taught. As a result of this, whilst the ongoing work of the BCT has continued the Management Board has been focused on ensuring the safety of their own school pupils and staff, with the BCT acting as a way to share best practice and discuss any support which might be required.

Achievements and performance

a. Key performance indicators

- Ensuring revenue stream can support and sustain the ongoing work of the Trust
- Qualitative feedback on the courses / training sessions organised
- Constructive dialogue through the ongoing peer review process

b. Review of activities

We remain focused on ensuring the sound financial footing of the Trust, and we have recommended a further increase in the per-pupil funding provided by Primary-age member schools as a result. This is due to increase year-on-year so as to ensure the ongoing provision of services. No major changes in activities are expected.

BILLERICAY COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

At the year end the charity had unrestricted reserves £20,473 (2020: £23,441).

In light of the scope, definitions and purpose, the Trust aims to maintain reserves consisting of:

1. reserves to meet any redundancy liabilities in the event that the Trust become an employer;
2. general contingency reserves equal to one year's worth of costs associated with running the Trust

The Board believes that this level of reserves is prudent and necessary to ensure that the Trust can run efficiently and meet future needs.

c. Financial risk management objectives and policies

The main risk facing the charity is a loss of funding.

BILLERICAY COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

a. Constitution

The company is registered as a charitable company (number 1133430) limited by guarantee and was set up under a Memorandum of Association in July 2009.

The objectives of the Charity are to:

- Provide a forum for collaboration to sustain and develop school improvement and enrichment.
- To ensure outcomes in all schools are at least good or outstanding.
- Narrow achievement gaps, especially for vulnerable groups which include those children supported via pupil premium, special educational needs and disabilities.
- Respect each school's individual ethos, culture, values and identity.
- Ensure the strengths of each school are identified, celebrated and shared across the partnership.
- Engage with the latest research based approaches to continually improve teaching and learning.
- Work with partners to identify and develop potential leaders.
- Share and develop expertise in curriculum areas.
- Develop outstanding teachers through the highest quality Initial Teacher Training programmes and professional development opportunities.
- Build cohesion, confidence and skills through networking with colleagues.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

c. Organisational structure and decision-making policies

The Trust Board is responsible for ensuring that it meets all legal and regulatory requirements as set out by the Charities Commission and Companies House and that it fulfils its charitable objects. Strategy and its implementation are undertaken by the Management Board. The Management Board comprises of the Head Teacher (or nominated person) of each of the 15 schools. It meets termly and reports to the Trust Board. The Trust Board comprises of Trustees and Observers. There are 3 different categories of membership for the BCT as follows:

Members with the right to appoint a Trustee with full voting rights to the Trust Board. Only applicable to Trust schools. Land is transferred to Billericay Community Trust as detailed in the Protocol for Land Use. Billericay Community Trust appoints 2 Trust Governors on school's governing body. Liability limited to £10.

Associate Member with the right to appoint an Observer without voting rights to the Trust Board. Applicable to any school regardless of school status. Expected to have 1 Sponsor Governor on school's governing body to liaise with BCT.

Partner with the right to appoint a Director with full voting rights to the Trust Board. Applicable to any type of organisation or individual and school Partners may be any school status.



Billericay Community Trust Annual Report 2020/21

Uniting schools and communities in the pursuit of excellence

CHAIR OF TRUST BOARD'S REPORT - Steven Kew

The last year has been a busy year for the Headteachers across the schools within the Billericay Community Trust. The Covid-19 pandemic has had a huge impact upon the way in which our schools have operated, how the children have been taught, and has meant a big focus on ensuring the continued wellbeing of staff.

The Billericay Community Trust has continued to meet, both at Trust and Management Board level. However, we have not had our normal areas of focus / working groups. Instead, the Management Board has worked hard to share best practise on dealing with the pandemic and offered a productive sounding board for ongoing discussions with other stakeholders / third parties where relevant.

Billericay School and Mayflower School have continued to provide, on a paid basis, two Attendance Officers to help work with families where there are repeated levels of absence across our schools. This helps to provide a good level of continuity when the children in question move from Primary education to Secondary education. This is still the main ongoing cost for the BCT, aside from overheads.

Work with the William de Ferrers School, the Billericay Teaching School Alliance (TSA) and the Billericay Educational Consortium has continued, albeit they themselves have had to make changes to their ways of working and the services / support that they've been able to offer.

I would like to thank Katherine Parker for her support as Chair of the Management Board throughout the last 12 month period, and welcome Luke Bulpett as the new Chair for the 2021/22 period.

BILLERICAY COMMUNITY TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

Plans for future periods

As previously noted, the Covid-19 pandemic has impacted on the normal running of the BCT, and so the Management Board is yet to meet and agree ongoing areas of focus for the next 12 months. It is hoped that they will meet in early September to do this.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Company will continue in business.

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

Approved by order of the members of the board of Trustees on 5 October 2021 and signed on their behalf by:



S Kew
Chair

BILLERICAY COMMUNITY TRUST
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ACCOUNTANTS REPORT TO THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

In order to assist the trustees to fulfil their duties under the Companies Act 2006, the accountants have compiled the financial statements which comprise the Statement of Financial Activities, the Balance Sheet and related notes, from the accounting records and information and explanations supplied by you.

We are a member firm of the Institute of Chartered Accountants in England and Wales and are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made to the charity's Board of Trustees as a body in accordance with the terms of the engagement. An explanation as to the work carried out being in accordance with the requirements of ICAEW guidance and the purpose of the work and that, to the fullest extent permitted by law, no responsibility will be accepted for the work or the report to anyone other than the charity or the charity's Board of Trustees, as a body.

The Trustees have acknowledged their duty to ensure that the charity has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of the charity and that they consider that the charitable company is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or review of the accounts of the company and that for this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations given to us and we do not, therefore, express any opinion on the statutory accounts.


MWS

Date:

19/10/21

BILLERICAY COMMUNITY TRUST
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:				
Donations and legacies	3	14,488	14,488	11,990
Investments	4	5	5	87
Total income		14,493	14,493	12,077
Expenditure on:				
Charitable activities	6	17,461	17,461	22,811
Total expenditure		17,461	17,461	22,811
Net movement in funds		(2,968)	(2,968)	(10,734)
Reconciliation of funds:				
Total funds brought forward		23,441	23,441	34,175
Net movement in funds		(2,968)	(2,968)	(10,734)
Total funds carried forward		20,473	20,473	23,441

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 10 to 18 form part of these financial statements.

BILLERICAY COMMUNITY TRUST
(A company limited by guarantee)
REGISTERED NUMBER: 06997931

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Current assets			
Debtors	10	600	792
Cash at bank and in hand		20,803	23,579
		<u>21,403</u>	<u>24,371</u>
Creditors: amounts falling due within one year	11	(930)	(930)
Net current assets		<u>20,473</u>	<u>23,441</u>
Total assets less current liabilities		<u>20,473</u>	<u>23,441</u>
Net assets excluding pension asset		<u>20,473</u>	<u>23,441</u>
Total net assets		<u><u>20,473</u></u>	<u><u>23,441</u></u>
Charity funds			
Unrestricted funds	12	20,473	23,441
Total funds		<u><u>20,473</u></u>	<u><u>23,441</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

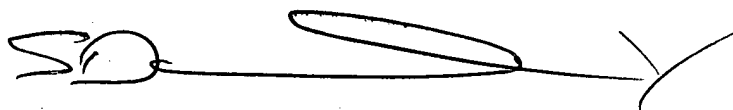
The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 05 October 2021 and signed on their behalf by:

S Kew
Chair



The notes on pages 10 to 18 form part of these financial statements.

BILLERICAY COMMUNITY TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

The charity is a company incorporated in England and Wales and limited by guarantee, and registered with the Charity Commission.

Its registered office is Buttsbury Junior School, Norsey View Drive, Billericay, Essex, CM12 0QR. It is a public benefit entity.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Billericay Community Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The reporting currency is pounds sterling.

2.2 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.3 Expenditure

Expenditure is recognised once there is a 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. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

BILLERICAY COMMUNITY TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.4 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.5 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.6 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.7 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the unrestricted fund.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £
Donations		
Contributions from schools	14,488	14,488
BSMA income	-	-
Total donations	<u>14,488</u>	<u>14,488</u>
Total 2021	<u><u>14,488</u></u>	<u><u>14,488</u></u>

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations		
Contributions from schools	10,846	10,846
BSMA income	1,144	1,144
Subtotal detailed disclosure	<u>11,990</u>	<u>11,990</u>
Donations	-	-
<i>Total 2020</i>	<u><u>11,990</u></u>	<u><u>11,990</u></u>

4. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Investment income	<u>5</u>	<u>5</u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Investment income	<u>87</u>	<u>87</u>

BILLERICAY COMMUNITY TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

4. Investment income (continued)

5. Analysis of grants

	Grants to Institutions 2021 £	Total funds 2021 £
Grants for Attendance Officers	15,000	15,000

During the year two grants were made of £7,500 (2020: £7,500) each to the Compass Education Trust and Mayflower High School to contribute towards two attendance officers employed by the schools.

	<i>Grants to Institutions 2020 £</i>	<i>Total funds 2020 £</i>
Grants, Personal development programmes	15,000	15,000

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Total funds 2021 £
Personal development programmes	17,461	17,461

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Personal development programmes	22,811	22,811

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

7. Analysis of expenditure by activities

	Grant funding of activities 2021 £	Support costs 2021 £	Total funds 2021 £
Personal development programmes	15,000	2,461	17,461

	<i>Activities undertaken directly 2020 £</i>	<i>Grant funding of activities 2020 £</i>	<i>Support costs 2020 £</i>	<i>Total funds 2020 £</i>
Personal development programmes	1,763	15,000	6,048	22,811

Analysis of support costs

	Personal developm't programme 2021 £	Total funds 2021 £
Staff costs	1,266	1,266
Other office expenses	115	115
Governance costs	1,080	1,080
	<u>2,461</u>	<u>2,461</u>

	<i>Personal development programmes 2020 £</i>	<i>Total funds 2020 £</i>
Staff costs	1,109	1,109
Course fees	2,928	2,928
Other office expenses	292	292
Governance costs	1,719	1,719
	<u>6,048</u>	<u>6,048</u>

BILLERICAY COMMUNITY TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

7. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

8. Staff costs

	2021	2020
	£	£
Wages and salaries - clerking	1,266	1,109
	<u>1,266</u>	<u>1,109</u>

The average number of persons employed by the Company during the year was as follows:

The company did not employ anyone during the year.

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

10. Debtors

	2021	2020
	£	£
Due within one year		
Trade debtors	-	192
Prepayments and accrued income	600	600
	<u>600</u>	<u>792</u>

BILLERICAY COMMUNITY TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

11. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	30	30
Other creditors	900	900
	<u>930</u>	<u>930</u>

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds - all funds	23,441	14,493	(17,461)	20,473
	<u>23,441</u>	<u>14,493</u>	<u>(17,461)</u>	<u>20,473</u>

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
Unrestricted funds				
General Funds - all funds	34,175	12,077	(22,811)	23,441
	<u>34,175</u>	<u>12,077</u>	<u>(22,811)</u>	<u>23,441</u>

13. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	23,441	14,493	(17,461)	20,473
	<u>23,441</u>	<u>14,493</u>	<u>(17,461)</u>	<u>20,473</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. Summary of funds (continued)

Summary of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2020 £</i>
General funds	34,175	12,077	(22,811)	23,441

14. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	21,403	21,403
Creditors due within one year	(930)	(930)
Total	20,473	20,473

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Current assets	24,371	24,371
Creditors due within one year	(930)	(930)
Total	23,441	23,441

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. Related party transactions

During the year the following related party transactions took place:

Buttsbury Junior School, at which trustee Aaron Mears is a trustee:

Salary costs	£1,266	(2020: £1,109)
Sundry	£nil	(2020: £30)
Creditor	£30	(2020: £30)

Mayflower High School, at which trustee Lee Brumby is a trustee:

Attendance Officer	£7,500	(2020: £7,500)
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APPENDIX 1

Billericay Community Trust Limited

Membership

Partners

The Billericay School
Billericay Educational Consortium School Centred Initial Teacher Training
Brightside Primary School
Buttsbury Junior School
Mayflower High School
St Peter's Roman Catholic Primary School
Downham Church of England Primary School
Stock Church of England Primary School

Members

Buttsbury Infant School
Quilters Infant School
Quilters Junior School
South Green Infant School
South Green Junior School
Sunnymede Infant School
Sunnymede Junior School

List of Trustees

Andy Butt
Aaron Mears
Maz Norman
Robert Seward (resigned 23/12/2020)
Steven Kew (Chair)
Lee Brumby
Melanie Jackson Bridge
Suzanne Haskins (appointed 02/03/2021)

Billericay Community Trust Officers

Sue Julian-Ottie Board Secretary
Luke Bulpett Chair of Management Board
Miriam Gould Vice Chair of Management Board