# STOUR VALLEY EDUCATIONAL TRUST LIMITED (A COMPANY LIMITED BY GUARANTEE)

# **ANNUAL REPORT AND FINANCIAL STATEMENTS**

YEAR ENDED 31 AUGUST 2014

Company Registration Number: 07226557 (England and Wales)

TUESDAY



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# STOUR VALLEY EDUCATIONAL TRUST LIMITED YEAR ENDED 31 AUGUST 2014

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# STOUR VALLEY EDUCATIONAL TRUST LIMITED REFERENCE AND ADMINISTRATIVE INFORMATION YEAR ENDED 31 AUGUST 2014

MEMBERS K Haisman

D J Blake R M Smith

TRUSTEES K Haisman Chair

P C Bell Resigned 20 December 2013
D J Blake Vice Chair until 31 August 2014
G Brown Appointed 17 June 2014

C G Hawkins

C Inchley Ex-Officio

L G Mallows Resigned 4 April 2014
A M Morley Resigned 31 August 2014
S A Nicoll Appointed 17 December 2013
R M Smith Vice Chair from 1 September 2014

P Stanbury-Jones K L Waghorn

M Blewitt Parent Trustee Appointed 26 February 2014
P J Grimwood Parent Trustee Resigned 21 February 2014

P J Hurrell Parent Trustee

G A Lovejoy Parent Trustee Appointed 26 February 2014

K J Terry Staff Trustee

C D Wragg Staff Trustee Resigned 4 April 2014

SENIOR MANAGEMENT Head Teacher: C Inchley Deputy Head: C Bank

Assistant Head Teachers: B Collins

L Reynolds (Appointed 1 September 2013)

School Business Manager: S Benson

**REGISTERED OFFICE** Cavendish Road

Clare SUDBURY CO10 8PJ

**COMPANY REGISTRATION** 

**NUMBER** 07226557

AUDITORS Ensors Chartered Accountants

Cardinal House 46 St Nicholas Street

Ipswich Suffolk IP1 1TT

BANKERS Lloyds TSB

30 Market Street SUDBURY CO10 2EL

SOLICITORS Ashton KCJ

81 Guildhall Street BURY ST EDMUNDS

**IP33 1PZ** 

#### TRUSTEES' REPORT

#### YEAR ENDED 31 AUGUST 2014

The trustees present their annual report together with the audited financial statements of the Academy for the year ended 31 August 2014. The annual report serves the purposes of both a trustees' report, and a directors' report including a strategic report under company law.

### Structure, Governance and Management

### Constitution

Stour Valley Educational Trust Limited is a company limited by guarantee with no share capital (registration No. 07226557) and is an exempt charity. It is not required to be registered with the Charity Commission but is, however, subject to the Charity Commissioners' regulatory powers which are monitored by the Secretary of State for Education. The Memorandum and Articles of Association of Stour Valley Educational Trust Limited are the primary governing documents of the Trust.

The Trustees are also the directors of Stour Valley Educational Trust Limited for the purposes of company law. Stour Valley Educational Trust Limited is known as Stour Valley Community School.

Details of the Trustees who served throughout the year except as noted are included in the Reference and Administrative Details on page 1.

# Members' Liability

Each member of Stour Valley Educational Trust Limited undertakes to contribute to the assets of the company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a member.

# Trustees' Indemnities

No indemnities have been given by Trustees during the year.

### **Principal Activities**

The principal activity of Stour Valley Educational Trust Limited is to advance, for the public benefit, education in Clare and the surrounding area by establishing, maintaining and operating a school offering a broad curriculum.

# Method of Recruitment and Appointment or Election of Trustees

As and when new Trustees are required for appointment, consideration is given as to the skills needed to augment the effectiveness of the Board. The Trustees are appointed under the terms of Stour Valley Educational Trust Limited's Articles of Association as follows:

- The number of Trustees shall not be less than three
- Up to eleven Trustees (excluding staff, parents, LA, ex officio and co-opted)
- Up to two staff Trustees
- A minimum of two Parent Trustees
- The Local Authority (LA) may appoint an LA Trustee
- The Headteacher as an ex-officio Trustee
- Co-opted Trustees

The Trustees have a breadth of skills which are beneficial to the various sub-committees that support the Board of Trustees. The term of office for all Trustees, except the Headteacher, is four years. The Headteacher's term of office runs parallel with their contract of employment.

# Policies and Procedures Adopted for the Induction and Training of Trustees

During the year under review the Trustees held 4 full Trustee meetings and 18 meetings of Board committees. The training and induction provided for new Trustees will depend on their existing experience. Where necessary an induction will provide training on charity and educational legal and financial matters. All new Trustees are given a tour of the Academy, and the chance to meet with staff and students. All Trustees are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Trustees and directors of Stour Valley Educational Trust Limited. As there is normally expected to be only a small number of new Trustees each year induction tends to be done informally and is tailored specifically to the individual.

# **TRUSTEES' REPORT (Continued)**

## **YEAR ENDED 31 AUGUST 2014**

# Organisational Structure

As specified in the Memorandum of Association, Stour Valley Educational Trust Limited is responsible for running the Academy. The Trustees are responsible for setting general policy, adopting an annual plan and budget, monitoring the Academy by the use of budgets and making major decisions about the direction of the Academy, and senior staff appointments. The Trustees are responsible for the monitoring and performance of the Headteacher and Senior Management Team on a regular basis.

The Senior Management Team members of the Academy are the Head Teacher, the Deputy Head Teacher, the two Assistant Head Teachers and the Senior Business Manager. These managers control the Academy at an executive level implementing the policies laid down by the Trustees and reporting back to them. As a group, the Senior Management Team are responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment boards for posts in the Senior Management Team always contain a Trustee. Spending control is contained within the Senior Management Team.

# Connected Organisations, including Related Party Relationships

The Trustees are not aware of any connected organisations or related party transactions during the year other than those disclosed in note 26 to the financial statements.

# **Objectives and Activities**

#### **Objects and Aims**

The principal objective and activity of Stour Valley Educational Trust Limited is the operation of the Academy to provide education for pupils of different abilities between the ages of 11 and 16.

In addition to being governed by its Articles of Association, Stour Valley Educational Trust Limited has also entered into a Funding Agreement on 27 May 2011 with the Secretary of State for Education. The Funding Agreement specifies, amongst other things, the basis for admitting students to the school, and that the broad and balanced curriculum includes English, Mathematics and Science.

## Objectives, Strategies and Activities

The Academy's Vision:

Central to our vision is the belief in the uniqueness of every student, and that every young person has gifts to discover and share with others. We are committed to building brighter futures for our students, our local community and the wider world.

We aim to open students' minds to their full potential so that when they leave us they have a firm foundation on which to build the next phase of their lives, whether that is in further academic study, vocational training or the world of work. We want our students to be happy and confident, but also caring and tolerant. Above all we want them to have a thirst for knowledge and a real enthusiasm for life.

The objectives of the Academy are agreed as:

- To raise the standard of educational achievement of all students
- To improve the effectiveness of the Academy by keeping the curriculum and organisational structure under continual review
- To provide value for money for the funds expended
- To comply with all appropriate statutory and curriculum requirements
- To maintain close links with local schools and community groups and
- To conduct the Academy's business in accordance with the highest standards of integrity, probity and openness

### **Public Benefit**

In setting the objectives, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education. The objective of the Academy is to advance for the public benefit education in Clare and the surrounding area.

# **TRUSTEES' REPORT (Continued)**

### YEAR ENDED 31 AUGUST 2014

# Strategic report

#### **Achievements and Performance**

The school continued to receive mid-year transfers of students, was very successful at attracting students for the 2014/15 academic year and was oversubscribed for year 7 places for entry in September 2014. The number of students on roll as at 1 September 2014 was on forecast at 537. Mid-year transfers have continued in the autumn term of 2014.

The major refurbishment and building programme was completed on time by 31 August 2012. Following the issuance of the Certificate of Completion of Defects, on 30 June 2014 the Trust entered into a 125 year lease with Suffolk County Council for the land and buildings of the school.

#### **Key Performance Indicators**

Public Examinations were taken by students for the first time in 2014. Given the very small cohort, the Trustees were very pleased with the achievement of 58% A\*-C grades.

Major KPI's on which the Trustees receive regular reports include:

- Student numbers.
- Expenditure budgets and cash flow
- Student and parent surveys
- Student behaviour
- Reports on lesson observations evidencing progress in teaching and learning
- Evidence of student progress against Fischer Family Trust D data
- Progress towards school targets from Performance Management reviews with Senior Leadership Team

### Going Concern

After making appropriate enquiries, the board of Trustees has a reasonable expectation that the Academy has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues 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 note of the financial statements.

Per the Statement of Financial Activities the Academy has restricted general reserves of (£7,851). This is due to the pension reserve of (£146,000), which is payable out of future annual income and therefore does not cause any issues for the going concern of the Academy.

# **Principal Risks and Uncertainties**

# Financial and Risk Management Objectives and Policies

The Trustees have assessed the major risks to which the school is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the Academy, and its finances. The Trustees have implemented a number of systems to assess risks that the school faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls (see pages 8-9) in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover. The School has an effective system of internal financial controls and this is explained in more detail in the statement on internal control.

The school has a comprehensive set of policies covering inter alia the teaching of the curriculum, the management of school facilities and operational procedures. These policies were reviewed by the relevant committees in the year under review.

## Principal Risks and Uncertainties

During the year the Trustees continued to review their comprehensive risk management procedures for the Academy. These will help to identify and monitor the risks faced by the Academy. The key risk areas identified for inclusion are Strategic and Reputational, Operational, Compliance, Financial, Curriculum, IT and Property related. A point scoring mechanism has been put in place with a greater emphasis directed towards those areas identified as being higher risk.

#### Financial Review

Stour Valley Educational Trust Limited's accounting period is from 1 September 2013 to 31 August 2014.

Most of the Academy's income was obtained from the Education Funding Agency (EFA), an executive arm of the Department for Education (DfE), in the form of General Annual Grant (GAG) which is the per capita funding required to run the school and deliver the curriculum. Further funding was received from the EFA in the form of start-up grants the use of which was restricted to particular purposes. The grants received from the DfE during the year ended 31 August 2014 and the associated expenditure are shown as restricted funds in the statement of financial activities.

# **TRUSTEES' REPORT (Continued)**

#### **YEAR ENDED 31 AUGUST 2014**

## Reserves Policy

The Trustees review the reserve levels monthly. The review takes into account the nature of the income and expenditure streams, the need to match them with commitments, including future capital projects, and the nature of reserves. The Trustees will keep the level of reserves under review.

As the Academy is in its early years of operation the Trustees have agreed to aspire to a level of reserves equivalent to one month's expenditure. The Academy currently holds £84,539 of unrestricted reserves and £129,399 of restricted GAG funds. These in total represent 79% of one month's worth of expenditure.

## **Investment Policy**

The Investment policy has been approved by the Finance and Premises Committee. Surplus funds may only be invested in cash deposits with the leading High Street banks for periods which deliver the best financial returns to the Trust while ensuring that the Trust has access to sufficient liquidity to meet all financial obligations when due.

# **Plans for Future Periods**

The Trust is concentrating its efforts on delivering the best possible educational experience so that the full student roll of 575 students is achieved as soon as possible.

Given the growing student population in junior schools the Trustees will be giving consideration to the need to increase the number of buildings on site to cope with anticipated increased demand.

## Funds held as Custodian Trustee on behalf of others

The Trust does not hold any funds as Custodian Trustee.

K Haisman Trustee

B Blake Trustee

# STOUR VALLEY EDUCATIONAL TRUST LIMITED GOVERNANCE STATEMENT

### YEAR ENDED 31 AUGUST 2014

# Scope of Responsibility

As Trustees, we acknowledge we have overall responsibility for ensuring that Stour Valley Educational Trust Limited has an effective and appropriate system of control, financial and otherwise. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The Board of Trustees has delegated the day-to-day responsibility to the Headteacher, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and are in accordance with the requirements and responsibilities assigned to it in the funding agreement between Stour Valley Educational Trust Limited and the Secretary of State for Education. The Accounting Officer is also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

#### Governance

During the reporting period the board of trustees had 14 members including the Headteacher, 1 staff Trustees and 3 parent Trustees. Five trustees resigned during the year due to other commitments. The Deputy Headteacher, the Assistant Headteachers and the School Business Manager are associate Trustees and attend full Trustee meetings.

There are committees covering the key risk management areas of the school namely:
Community Committee
Curriculum Committee
Finance and Premises Committee
HR Committee
Pay Committee
Admissions Committee
Student Care and Support Committee

In addition there is a Chairman's Committee which comprises the chairs of the standing committees.

All committees have agreed terms of reference and meet at least once each term. All committees have responsibility for the policies within their remit and they are reviewed in accordance with the stipulations of the Board of Trustees. Attendance at all committees is good and meetings are always quorate.

The Board of Trustees have agreed to adopt the Governors Self Evaluation Tracker (GSET) in order to begin to measure effectiveness and drive improvement. The first set of assessments and targets were adopted in the Autumn 2012 term.

Attendance at all meetings in the year was as follows:

Trustee <u>Full Board</u>	Meetings Attended	Out of a possible
K Haisman (Chairman)	4	4
D J Blake	4	4
R M Smith	4	4
P Bell	0	2
M Blewitt	2	2
G Brown	2	2
C Inchley	4	4
C G Hawkins	3	4
G Lovejoy	2	2
L G Mallows	3	3
A M Morley	3	4
S Nicoll	2	2
P Stanbury-Jones	3	4
P J Grimwood	1	3
P J Hurrell	2	4
K J Terry	3	4
C D Wragg	3	3
K Waghorn	4	4

# STOUR VALLEY EDUCATIONAL TRUST LIMITED GOVERNANCE STATEMENT (continued) YEAR ENDED 31 AUGUST 2014

# Community

Trustee	Meetings Attended	Out of a possible
R M Smith	3	3
A M Morley	2	3
P J Hurrell (Chairman)	3	3
K Haisman `	3	3

# Curriculum

Trustee	Meetings Attended	Out of a possible
K Haisman	3	3
R M Smith (Chairman)	3	3
C Inchley `	3	3
P J Hurrell	2	3
L G Mallows	2	3
K J Terry	. 3	3

# **Finance and Premises**

Trustee	Meetings Attended	Out of a possible
K Haisman (Chairman)	3	3
D J Blake	2	2
C Inchley	3	3
C G Hawkins	3	3
P Stanbury-Jones	· 1	3

# <u>HR</u>

Trustee	Meetings Attended	Out of a possible
D J Blake (Chairman)	2	2
C Inchley	2	2
P Stanbury-Jones	2	2
A M Morley	2	2

# <u>Pay</u>

Trustee	Meetings Attended	Out of a possible
K Haisman	3	3
D J Blake (Chairman)	3	3
C Inchley `	2	2
P Stanbury-Jones	2	3
A M Morley	3	3

# STOUR VALLEY EDUCATIONAL TRUST LIMITED GOVERNANCE STATEMENT (continued) YEAR ENDED 31 AUGUST 2014

### **Admissions**

Trustee	Meetings Attended	Out of a possible
D Blake	1	1
K Haisman (Chairman)	1	1
C Inchley	1	1
L G Mallows	1	1

### **Student Care and Support**

Trustee	Meetings Attended	Out of a possible
D Blake	1	1
C Hawkins	3	3
A M Morley	3	3
C Wragg	1	2
L G Mallows (Chairman)	2	2

# **Chairmans' Committee**

Trustee	Meetings Attended	Out of a possible
D Blake	1	1
K Haisman	1	1
P Hurrell	1	1
C Inchley	1	1
R Smith	1	1
G Mallows	0	1

# The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of the Academy's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Stour Valley Educational Trust Limited for the year ended 31 August 2014 and up to the date of approval of the annual report and financial statements.

# Capacity to Handle Risk

The Board of Trustees has reviewed the key risks to which the Academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the Academy's significant risks that has been in place for the year ended 31 August 2014 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

# The Risk and Control Framework

The Academy's system of internal control is based on a framework of regular management information and administrative procedures including segregation of duties and a system of delegation and accountability. In particular, it includes:

- Comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which
  are reviewed and agreed by the Board of Trustees;
- Regular reviews by the Finance and Premises Committee of reports which indicate financial performance against
  the forecasts and of major purchase plans, capital works and expenditure programmes;
- Setting targets to measure financial and other performance;
- Clearly defined purchasing (asset purchase or capital investment) guidelines;
- · Delegation of authority and segregation of duties;
- Identification and management of risks.

# STOUR VALLEY EDUCATIONAL TRUST LIMITED GOVERNANCE STATEMENT (continued) YEAR ENDED 31 AUGUST 2014

### The Risk and Control Framework (continued)

The Board of Trustees has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However, the Trustees have appointed an external finance expert as Responsible Officer ('RO'). The RO's role includes giving advice on financial matters and performing a range of checks on the Academy's financial systems. On a quarterly basis the RO reports to the Board of Trustees on the operation of the systems of control and on the discharge of the Board of Trustees' financial responsibilities.

#### **Review of Effectiveness**

As Accounting Officer, the Headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the key components of the review system have been:

- Weekly meetings between the Chair of the Finance and Premises Committee, the School Business Manager and the Headteacher to review financial reports and risk issues raised in the previous week.
- Termly reports by the School Business Manager to the Finance and Premises Committee
- One-to-one discussions each term between the RO and the Chair of the Finance and Premises Committee to enable concerns to be raised directly with a senior Trustee.
- The RO provides written reports each term directly to the full Trustees' Meeting and is called to the meeting by Trustees as necessary.
- There are annual reviews of the effectiveness of all school policies by the relevant committee and a whole school risk assessment has been completed, reviewed and approved by the Finance and Premises Committee.

The Accounting Officer will be advised of the implications of the result of their review of the system of internal control by the Finance and Premises Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the board of Trustees on 11 Decub 419 and signed on its behalf by:

K Haisman Trustee C Inchley

**Accounting Officer** 

# STOUR VALLEY EDUCATIONAL TRUST LIMITED STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

### **YEAR ENDED 31 AUGUST 2014**

As Accounting Officer of Stour Valley Educational Trust Limited I have considered my responsibility to notify the Academy Trust Board of Trustees and the Education Funding Agency (EFA) of material irregularity, impropriety and non-compliance with EFA terms and conditions of funding, under the funding agreement in place between the Academy Trust and the Secretary of State. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook.

I confirm that I and the Academy Trust Board of Trustees are able to identify any material irregular or improper use of funds by the Academy Trust, or material non-compliance with the terms and conditions of funding under the Academy Trust's funding agreement and the Academies Financial Handbook.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the Board of Trustees and EFA.

C Inchley

**Accounting Officer** 

Date: 11 DECEMBER 2014

# STOUR VALLEY EDUCATIONAL TRUST LIMITED STATEMENT OF TRUSTEES' RESPONSIBILITIES

#### **YEAR ENDED 31 AUGUST 2014**

The Trustees (who act as governors of Stour Valley Educational Trust Limited and are also directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Annual Report including the Strategic Report and the financial statements in accordance with applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Annual Accounts Direction published by the Education Funding Agency.

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Trustees 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 operation.

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

The Trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls which conform to the requirements both of propriety and good financial management. They are also responsible for ensuring that grants received from the Education Funding Agency and Department for Education have been applied for the purposes intended.

In so far as the Tustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees 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.

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

Approved by order of the Board of Trustees on 11.12.14......and signed on its behalf by:

K Haisman Chair

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF STOUR VALLEY EDUCATIONAL TRUST LIMITED

#### YEAR ENDED 31 AUGUST 2014

We have audited the financial statements of Stour Valley Educational Trust Limited for the year ended 31 August 2014 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Annual Accounts Direction 2013 to 2014 issued by the Education Funding Agency.

This report is made solely to the academy'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 academy'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 academy and its members as a body, for our audit work, for this report, or for the opinions we have formed.

## Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the academy 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.

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

# Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the academy trust's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

# Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Academy's affairs as at 31 August 2014 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, and the Annual Accounts
  Direction 2013 to 2014 issued by the Education Funding Agency.

### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF STOUR VALLEY EDUCATIONAL TRUST LIMITED (Continued)

## YEAR ENDED 31 AUGUST 2014

**Ipswich** 

# Matters on which we are required to report by exception

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

- 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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Helen Rumsey FCA – Senior Statutory Auditor	DateIS Decamber 2014
For and on behalf of:	
Ensors Chartered Accountants	

# INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO STOUR VALLEY EDUCATIONAL TRUST LTD AND THE EDUCATION FUNDING AGENCY

#### YEAR ENDED 31 AUGUST 2014

In accordance with the terms of our engagement letter dated 8 September 2014 and further to the requirements of the Education Funding Agency (EFA) as included in the Academies: Accounts Direction 2013 to 2014, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Stour Valley Educational Trust Limited during the period 1 September 2013 to 31 August 2014 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Stour Valley Educational Trust Limited and the EFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Stour Valley Educational Trust Limited and the EFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Stour Valley Educational Trust Limited and the EFA, for our work, for this report, or for the conclusion we have formed.

# Respective responsibilities of Stour Valley Educational Trust Limited's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Stour Valley Educational Trust Limited's funding agreement with the Secretary of State for Education dated May 2011 and the Academies Financial Handbook, extant from 1 September 2012 (updated October 2013), for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies: Accounts Direction 2013 to 2014. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2013 to 31 August 2014 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

## **Approach**

We conducted our engagement in accordance with the Academies: Accounts Direction 2013 to 2014 issued by the EFA. We performed a limited assurance engagement as defined in our engagement letter.

The objective of a limited assurance engagement is to perform such procedures as to obtain information and explanations in order to provide us with sufficient appropriate evidence to express a negative conclusion on regularity.

A limited assurance engagement is more limited in scope than a reasonable assurance engagement and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we do not express a positive opinion.

Our engagement includes examination, on a test basis, of evidence relevant to the regularity and propriety of the academy trust's income and expenditure.

### Conclusion

In the course of our work nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2013 to 31 August 2014 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Eraora
Ensors Chartered Accountants
lpswich

Date 15 December 2014

# STATEMENT OF FINANCIAL ACTIVITIES

# (INCLUDING AN INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)

# YEAR ENDED 31 AUGUST 2014

Incoming Resources Incoming Resources from	Note	Unrestricted Funds £	Restricted General Funds £	Restricted Fixed Asset Funds £	Total 2014 £	Total 2013 £
generated funds:	_					
Voluntary Income Transfer of land and buildings from local	2	305	14,735	-	15,040	13,890
authority	12	-	-	6,795,699	6,795,699	-
Activities for generating funds	3	43,071	-	-	43,071	32,538
Investment Income	4	3,006	1,000	-	4,006	842
Incoming Resources from charitable activities:						
Funding for the Academy's educational						
operations	5a	-	2,725,839	60,472	2,786,311	2,364,260
Other educational income	5b	-	56,764	-	56,764	27,160
Total Incoming Resources		46,382	2,798,338	6,856,171	9,700,891	2,438,690
,		,		<u> </u>		
Resources Expended						
Cost of generating funds		-	9,235	-	9,235	15,131
Charitable activities:	~,	44.007	0.000.407	470.000	0.077.006	2 205 076
Academy's educational operations  Governance costs	7 8	11,807	2,692,167 100,557	173,922	2,877,896 100,557	2,395,976 102,822
· ·	O	-	100,557	-	100,557	102,022
Total Resources Expended	6	11,807	2,801,959	173,922	2,987,688	2,513,929
Net incoming/(outgoing) resources before transfers		34,575	(3,621)	6,682,249	6,713,203	(75,239)
Gross transfers between funds		-	-	-	-	-
Net income/(expenditure) for the year		34,575	(3,621)	6,682,249	6,713,203	(75,239)
Other recognised gains and losses Actuarial (losses)/gains on defined benefit pension schemes	25	_	(104,000)	-	(104,000)	3,000
		_				
Net movement in funds		34,575	(107,621)	6,682,249	6,609,203	(72,239)
Reconciliation of Funds Total funds brought forward at 1 September 2013		49,964	99,770	153,032	302,766	375,005
Funds carried forward at 31 August 2014		84,539	(7,851)	6,835,281	6,911,969	302,766
- · · · - 3 - · · · ·			(,,001)	5,555,251	3,011,000	JUL,1 JU

All of the above results are derived from continuing activities.

A statement of Total Recognised Gains and Losses is not required as all gains and losses are included in the Statement of Financial Activities.

# **BALANCE SHEET**

# **AS AT 31 AUGUST 2014**

	Note		2014 £		2013 £
Fixed assets Tangible assets	12		6,835,281		153,032
Current assets Debtors Cash at bank and in hand	13 -	33,074 258,125 291,199	_	72,655 263,055 335,710	
Current liabilities Creditors: Amounts falling due within one year Net current assets	14 _	(68,5 <u>11)</u>	222,688	(167,976)	167,734
Net assets excluding pension liability			7,057,969		320,766
Pension scheme liability	25		(146,000)		(18,000)
Net assets including pension liability		- -	6,911,969		302,766
Funds of the academy: Restricted funds Fixed asset funds General funds Pension reserve Unrestricted funds	15 15 15	_	6,835,281 138,149 (146,000) 6,827,430	_	153,032 117,770 (18,000) 252,802
General fund	15		84,539		49,964
Total funds		-	6,911,969	_	302,766

K Haisman

Trustee

D Blake Trustee

Company Limited by Guarantee Registration Number: 07226557

# STOUR VALLEY EDUCATIONAL TRUST LIMITED CASH FLOW STATEMENT YEAR ENDED 31 AUGUST 2014

	Note	2014 £	2013 £
Net Cash (Outflow)/Inflow from Operating Activities	19	(17,866)	180,448
Returns on Investment and Servicing of Finance	20	3,006	842
Capital Income/(Expenditure)	21	9,930	(2,160)
(Decrease)/Increase in Cash in the Period		(4,930)	179,130
Reconciliation of Net Cash Flow to Movement In Net Funds			
Net Funds at 1 September 2013	22	263,055	83,925
Net Funds at 31 August 2014	22	258,125	263,055

# 1 Accounting Policies

# **Basis of Preparation**

The financial statements have been prepared under the historical cost convention in accordance with applicable United Kingdom Accounting Standards, the Charity Commission 'Statement of Recommended Practice: Accounting and Reporting by Charities' ('SORP 2005'), the Academies Accounts Direction issued by the Education Funding Agency and the Companies Act 2006. A summary of the principal accounting policies, which have been applied consistently, except where noted, is set out below.

### **Going Concern**

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Academy has adequate resources to continue in operational existence for the foreseeable future which is at least 12 months from the date of approval of the financial statements. For this reason the going concern basis has been adopted in preparing the financial statements.

Per the Statement of Financial Activities the Academy has restricted general reserves of (£7,851). This is due to the pension reserve of (£146,000), which is payable out of future annual income and therefore does not cause any issues for the going concern of the Academy.

### **Incoming Resources**

All incoming resources are recognised when the Academy has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

#### • Grants Receivable

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the year is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

# Donations

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

# • Other income

Other income, including the hire of facilities, is recognised in the year it is receivable and to the extent the goods have been provided or on completion of the service.

### • Donated Services and Gifts in Kind

The value of donated services and gifts in kind provided to the Academy are recognised at an estimate of their gross value in the period in which they are receivable as incoming resources where the benefit to the Academy can be reliably measured. An equivalent amount is included as expenditure under the relevant heading in the Statement of Financial Activities, except where the gift in kind was a fixed asset in which case the amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the Academy's policies.

## 1 Accounting Policies (continued)

# **Resources Expended**

All expenditure is recognised in the period in which a liability is incurred and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### Costs of generating funds

These are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

#### Charitable activities

These are costs incurred on the Academy's educational operations.

#### Governance Costs

These include the costs attributable to the Academy's compliance with constitutional and statutory requirements, including audit, strategic management and Trustee's meetings and reimbursed expenses. Such costs include both direct and allocated support costs.

All resources expended are inclusive of irrecoverable VAT.

## **Tangible Fixed Assets**

Assets costing greater than £1,000 are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance Sheet at cost and depreciated over their expected useful economic life. The related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and carried forward in the Balance Sheet. Depreciation on such assets is charged to the restricted fixed asset fund in the Statement of Financial Activities so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the Academy's depreciation policy. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost of each asset on a straight-line/reducing balance basis over its expected useful life, as follows:

Long leasehold land and buildings 2% straight line
Computer equipment 3 years straight line

Furniture, fixtures and equipment 3 years straight line

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

### **Leased Assets**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

# Taxation

The Academy is considered to pass the tests set out in Paragraph 1, Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Academy is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3, Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### 1 Accounting Policies (continued)

#### **Pensions Benefits**

Retirement benefits to employees of the Academy are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes, are contracted out of the State Earnings-Related Pension Scheme ('SERPS'), and the assets are held separately from those of the Academy.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quinquennial valuations using a prospective benefit method. As stated in Note 25, the TPS is a multi-employer scheme and the Academy is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. The TPS is therefore treated as a defined contribution scheme and the contributions recognised as they are paid each year.

The LGPS is a funded scheme and the assets are held separately from those of the Academy in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and gains and losses on settlements and curtailments. They are included as part of staff costs. Past service costs are recognised immediately in the Statement of Financial Activities if the benefits have vested. If the benefits have not vested immediately, the costs are recognised over the period until vesting occurs. The expected return on assets and the interest cost are shown as a net finance amount of other finance costs or credits adjacent to interest. Actuarial gains and losses are recognised immediately in other gains and losses.

# **Fund Accounting**

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the Academy at the discretion of the trustees.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the funder where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received and include grants from the Education Funding Agency and Department for Education. Restricted general funds also include the funds associated with the Local Government Pension Scheme FRS 17 pension liability as detailed in note 25.

2 Voluntary Inc	ome
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-	· · · · · · · · · · · · · · · · · · ·				
		Unrestricted	Restricted	Total	Total
		Funds	Funds	2014	2013
		£	£	£	£
	General donations	305	613	918	4,290
	Transport Donations	-	14,122	14,122	9,600
	,	305	14,735	15,040	13,890
3	Activities for Generating Funds				
		Unrestricted	Restricted	Total	Total
		Funds	Funds	2014	2013
		£	£	£	£
	Hire of facilities	5,149	-	5,149	5,189
	Other income	37,922		37,922	27,349
		43,071		43,071	32,538
4	Investment Income				
		Unrestricted	Restricted	Total	Total
		Funds	Funds	2014	2013
		£	£	£	£
	Short term deposits	3,006	-	3,006	842
	Pension finance income	-	1,000	1,000	
		3,006	1,000	4,006_	842

# 5a Funding for Academy's Educational Operations

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
DfE/EFA revenue grants General Annual Grant (GAG) EFA Start Up Grants Other DfE/EFA grants	- - -	2,465,454 60,020 14,925	2,465,454 60,020 14,925	1,746,299 274,865 54,252
	<del></del>	2,540,399	2,540,399	2,075,416
DfE/YPLA/EFA capital grants Partnership For Schools Grant		60,472	60,472	83,456
Other Government grants Local authority grants	<u>-</u>	128,855	128,855	151,774
<b>Other</b> Trips Funds		56,585	56,585_	53,614
		2,786,311	2,800,433	2,364,260
5b Other educational income				
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Insurance claim Transport reimbursements Uniform income	- -	1,082 39,095 416	1,082 39,095 416	12,926 74
Music Fees	<del>-</del>	16,171 56,764	16,171 56,764	14,160 27,160

# 6 Resources Expended

	04-85	Non Pay Ex	•	Total	Total
	Staff Costs	Premises	Other Costs	10tai 2014	2013
	£	£	£	2014 £	2015 £
		4	-	•	~
Cost of generating funds	•	-	9,235	9,235	15,131
Charitable activities:					
Academy's educational operations					
Direct costs	1,845,404	-	262,136	2,107,540	1,735,695
Allocated support costs	138,069	238,474	393,813	770,356	660,281
	1,983,473	238,474	655,949	2,877,896	2,395,976
Governance costs including allocated					
support costs	79,702	-	20,855	100,557	102,822
	2,063,175	238,474	686,039	2,987,688	2,513,929
•	_				
The method used for the apportionmen	t of support cos	sts is disclosed i	n the accountin	g policies.	
				2014	2013
				£	£
Incoming/(outgoing) resources for the Operating leases I and and buildings	ie year include	e:		123,284	147,941
Operating leases land and buildings other				16,330	5,597
Fees payable to auditor				10,000	0,007
Audit				5,500	5,000
Other services				6,208	14,533
Depreciation				163,992	124,551
Loss on disposal of tangible fixed asse	ts				338
: =					

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# 7 Charitable Activities - Academy's Educational Operations

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Direct costs				
Minibus rental and running costs	-	6,382	6,382	7,358
Office and Administration costs	-	13,543	13,543	13,982
Staff Costs	-	1,845,404	1,845,404	1,482,789
Recruitment	-	6,056	6,056	4,992
Induction arrangements	-	1,430	1,430	3,530
Financial and Information Systems	-	15,304	15,304	16,235
Advertising	-	395	395	1,467
Curriculum Delivery	11,738	193,914	205,652	199,238
Information Technology		13,374	13,374_	6,104
	11,738_	2,095,802	2,107,540	1,735, <u>695</u> _
Allocated support costs		400.000	420.000	40E 462
Support staff costs	-	138,069	138,069	105,463
Depreciation	-	163,992	163,992	124,551 338
Loss on disposal of Fixed Assets  Maintenance of premises and equipment	-	72,324	72,324	78,433
Cleaning	<u>-</u>	5,146	5,146	4,481
Rent & rates	-	137,107	137,107	155,047
Insurance	_	23,897	23,897	29,616
Security and transport	<u>-</u>	66,300	66,300	24,068
Catering	_	16,344	16,344	12,914
Other support costs	69	147,108	147,177	125,370
Caroli Coppetition Control	69	770,287	770,356	660,281
Total	11,807	2,866,089	2,877,896	2,395,976_
Governance Costs				
	Unrestricted	Restricted	Total	Total
	Funds	Funds	2014	2013
	£	£	£	£
Staff costs	-	79,702	79,702	76,548
Audit fee	•	5,500	5,500	5,000
Accountancy fee	•	6,208	6,208	14,533
Legal and professional fees	-	8,407	8,407	5,702
Trustees' reimbursed expenses	-	740	740	1,039
·		100,557	100,557	102,822

### 9 Staff Costs

Stan Costs	2014 £	2013 £
Staff costs during the year:		
Wages and salaries	1,672,480	1,353,684
Social security costs	124,201	101,941
Pension costs	266,494	209,175
	2,063,175	1,664,800

The average number of persons (including senior management team) employed by the Academy during the year, and the full time equivalents, was as follows:

	2014 Number	2014 Full-time equivalent	2013 Number	2013 Full-time equivalent
Charitable Activities				
Teachers	32	31	28	27
Administration and support	31	24	23	17
Management	2	2	2	2
-	65	57	. 53	46

The number of employees whose emoluments fell within the following bands was:

	2014	2013
£60,001 - £70,000	1	1
£80,001 - £90,000	1	1
	2	2

The above employees participated in the Teacher's Pension Scheme. During the year ended 31 August 2014, pension contributions for these staff members amounted to £18,471 (2013: £17,843).

# 10 Related Party Transactions - Trustees' Remuneration and Expenses

The Principal and staff trustees only received remuneration in respect of services they provided undertaking the roles of Principal and staff and not in respect of their services as trustees. Other trustees did not receive any payments, other than expenses, from the Academy in respect of their role as trustees. The value of trustees' remuneration was as follows:

C Inchley - Principal and Trustee	£80,000 - £85,000	(2013: £80,000 - £85,000)
K J Terry - Staff Trustee	£50,000 - £55,000	(2013: £50,000 - £55,000)
C D Wragg - Staff Trustee	£10,000 - £15,000	(2013: £20,000 - £25,000)
(resigned 4 April 2014)		

The above remuneration includes £18,656 (2013: £19,468) of pension contributions.

During the year ended 31 August 2014, travel and subsistence expenses totalling £740 (2013 - £1,039) were reimbursed to 4 (2013 - 3) trustees. Related party transactions involving the trustees are set out in note 26.

# 11 Trustees' and Officers' Insurance

In accordance with normal commercial practice the Academy has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £2,000,000 (2013: £1,000,000) on any one claim and the cost for the year ended 31 August 2014 was £677 (2013: £396). The cost of this insurance is included in the total insurance cost.

### 12 Tangible Fixed Assets

rangible rixed Assets	Leasehold Land and Buildings £	Furniture, Fixtures & Equipment £	Computer Equipment £	Total £
Cost				
At 1 September 2013	-	26,680	346,973	373,653
Transfers	6,795,699	-	-	6,795,699
Additions	-	-	50,542	50,542
At 31 August 2014	6,795,699	26,680	397,515	7,219,894
Depreciation			•	
At 1 September 2013	-	8,893	211,728	220,621
Charge for the year	22,652	8,893	132,447	163,992
At 31 August 2014	22,652	17,786	344,175	384,613
Net book values				
At 31 August 2014	6,773,047	8,894	53,340	6,835,281
At 31 August 2013		17,787	135,245	153,032

On 1 September 2011 the Academy entered into an agreement to operate from the Clare Middle School site owned by Suffolk County Council (SCC). The Academy had a licence to occupy this site until the building and refurbishment phase was complete. The work was completed on 30 June 2014 and SCC granted the Academy a 125 year lease on 1 July 2014 for the land and buildings. In the opinion of the members the substance of the position at 31 August 2014 was that the Academy had control over the land and buildings and substantially all the significant risks and rewards associated with ownership had been transferred to the Academy. As such the land and buildings have been recognised in the financial statements at their fair value at the date of conversion of £6,795,699.

# 13 Debtors

	2014	2013
	£	£
Trade debtors	1,354	2,441
Prepayments	1,874	35,974
Other debtors	29,846	34,240
	33,074	72,655

# STOUR VALLEY EDUCATIONAL TRUST LIMITED NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 31 AUGUST 2014 (Continued)

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# 14 Creditors: amounts falling due within one year

	orodicoro, amounto taning due with	iiii one yeui			2014 £	2013 £
	Trade creditors Other taxation and social security Other creditors Accruals and deferred income			· _	37,779 16,995 13,737 68,511	47,006 32,791 6,581 81,598 167,976
	F4.			_		
15	Funds	Balance at 1 September 2013 £	Incoming Resources £	Resources Expended £	Gains, Losses and Transfers £	Balance at 31 August 2014 £
	Restricted general funds					
	General Annual Grant (GAG)	100,768	2,465,454	(2,365,823)	(71,000)	129,399
	EFA start-up grant	-	60,020	(60,020)	· · · · · · · · · · · · · · · · · · ·	-
	Other DfE/EFA grants	-	14,925	(10,454)	-	4,471
	Other grants	-	128,855	(128,855)	-	-
	Transport fund	17,002	53,217	(66,300)	-	3,919
	Trips fund	-	56,585	(56,585)	-	-
	Other amounts		18,282	(17,922)		360
		117,770	2,797,338	(2,705,959)	-	138,149
	Pension reserve	(18,000)	1,000	(96,000)	(33,000)	(146,000)
		99,770	2,798,338	(2,801,959)	(104,000)	(7,851)
	Restricted fixed asset funds					
	Partnership For Schools	143,047	60,472	(146,277)	-	57,242
	GAG funded assets	9,985	· -	(4,993)	-	4,992
	Gifted assets	-	6,795,699	(22,652)	-	6,773,047
		153,032	6,856,171	(173,922)	-	6,835,281
	Total restricted funds	252,802	9,654,509	(2,975,881)	(104,000)	6,827,430
	Unrestricted funds	49,964	46,382	(11,807)	-	84,539
	Total funds	302,766	9,700,891	(2,987,688)	(104,000)	6,911,,969
					-	

The specific purposes for which the funds are to be applied are as follows:

The General Annual Grant (GAG) is used for the normal running costs of the Academy.

The Start Up Grant – Lead In Grant was used to assist with getting the Academy operational.

Other EFA grants are various specific grants provided to the Academy from the EFA.

Other restricted funds include income and expenditure on trips and transport.

Partnership For Schools is money spent on refurbishment works on the houses and site, not covered under the building contract, and also contributions towards the school computers that we have been able to reclaim from PFS.

Under the funding agreement with the Secretary of State, the academy was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2014.

# 16 Analysis of net assets between funds

Fund balances at 31 August 2014 are represented by:

				Restricted	
			Restricted	Fixed	
		Unrestricted	General	Asset	Total
		Funds	Funds	Funds	Funds
		£	£	£	£
	Tangible fixed assets	-	-	6,835,281	6,835,281
	Current assets	86,397	204,802	-	291,199
	Current liabilities	(1,858)	(66,653)	-	(68,511)
	Pension scheme liability	-	(146,000)	-	(146,000)
	Total net assets	84,539	(7,851)	6,835,281	6,911,969
17	Capital commitments				
				2014	2013
				£	£
	Contracted for, but not provided in the financia	al statements	,		63,500
18	Financial commitments		·		
	Operating leases At 31 August 2014 the Academy had annual of	commitments under r	non-cancellable o	neratino leases as	s follows:
	At 31 August 2014 the Academy flad aimidal c	John Million Sander 1	ion-canochable o	2014	2013
				£	£
	Other				
	Expiring within one year			· <del>-</del>	4,695
	Expiring within two and five years inclusive			5,451	3,890
	Expiring in more than five years			6,928	
	· -				

On 1 September 2011 the Academy entered into an agreement to operate from the Clare Middle School site owned by Suffolk County Council (SCC). The Academy had a licence to occupy this site during the building and refurbishment phase. The work was completed on 30 June 2014 and SCC granted the Academy a 125 year lease on 1 July 2014 for the land and buildings. The deemed cost to rent this site from 1 September 2011 has been calculated as £147,941 per annum.

# 19 Reconciliation of net income/(expenditure) to net cash (outflow)/inflow from operating activities

2014	2013
£	£
6,713,203	(75,239)
163,992	124,551
-	338
(3,006)	(842)
(60,472)	(83,456)
(6,795,699)	-
25,000	15,000
(1,000)	-
39,581	179,183
(99,465)	20,913
(17,866)	180,448
	6,713,203 163,992 (3,006) (60,472) (6,795,699) 25,000 (1,000) 39,581 (99,465)

## 20 Returns on investments and servicing of finance

			2014 £	2013 £
	Interest received		3,006	842
	Net cash inflow from returns on investment and servicing of fina	ance	3,006	842
21	Capital expenditure and financial investment			
			2014 £	2013 £
	Purchase of tangible fixed assets Capital grants from Partnership for Schools		(50,542) 60,472	(85,616) 83,456
	Net cash inflow/(outflow) from capital expenditure and financial	investment	9,930	(2,160)
22	Analysis of changes in net funds			
		At 1 September 2013 £	Cash flows	At 31 August 2014 £
	Cash in hand and at bank	263,055	(4,930)	258,125

## 23 Contingent Liabilities

During the period of the Funding Agreement, in the event of the sale or disposal by other means of any asset for which a Government capital grant was received, the Academy is required either to re-invest the proceeds or to repay to the Secretary of State for Education the same proportion of the proceeds of the sale or disposal as equates with the proportion of the original cost met by the Secretary of State.

Upon termination of the Funding Agreement, whether as a result of the Secretary of State or the Academy serving notice, the Academy shall repay to the Secretary of State sums determined by reference to :

- (a) the value at that time of the Academy's site and premises and other assets held for the purpose of the Academy, and
- (b) the extent to which expenditure incurred in providing those assets was met by payments by the Secretary of State under the Funding Agreement.

# 24 Members' Liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

# 25 Pension and similar obligations

The Academy's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff, and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Suffolk County Council. Both are defined-benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS was 31 March 2004 and of the LGPS 31 March 2013.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

#### **Teachers' Pension Scheme**

#### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

The Teachers' Pensions Regulations require an annual account to be kept of receipts and expenditure (including the cost of pensions' increases). From 1 April 2001, the account has been credited with a real rate of return, which is equivalent to assuming that the balance in the account is invested in notional investments that produce that real rate of return.

## Valuation of the Teachers' Pension Scheme

The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge (currently 14.1%);
- total scheme liabilities for service to the effective date of £191,500 million, and notional assets of £176,600 million, giving a notional past service deficit of £14,900 million; and
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations.

The new employer contribution rate is applicable from 1 April 2015 and will be implemented for the TPS from September 2015.

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

# Teachers' Pension Scheme Changes

Lord Hutton made recommendations in 2011 about how pensions can be made sustainable and affordable, whilst remaining fair to the workforce and the taxpayer. The Government accepted Lord Hutton's recommendations as the basis for consultation with trade unions and other representative bodies. In March 2012 the Department for Education published proposals for the design for a reformed TPS.

The key provisions of the reformed scheme include: a pension based on career average earnings; an accrual rate of 1/57th; and a Normal Pension Age equal to State Pension Age, but with options to enable members to retire earlier or later than their Normal Pension Age. Pension benefits built up before 1 April 2015 will be fully protected.

## 25 Pension and similar obligations (Continued)

# **Teachers' Pension Scheme (Continued)**

#### Teachers' Pension Scheme Changes (continued)

In addition, the proposed final agreement includes a Government commitment that those within 10 years of normal pension age on 1 April 2012 will see no change to the age at which they can retire, and no decrease in the amount of pension they receive when they retire. There will also be further transitional protection, tapered over a three and a half year period, for people who would fall up to three and a half years outside of the 10 year protection.

In his interim report of October 2010, Lord Hutton recommended that short-term savings were also required, and that the only realistic way of achieving these was to increase member contributions. At the Spending Review 2010 the Government announced an average increase of 3.2 percentage points on the contribution rates by 2014-15. The increases have been phased in since April 2012 on a 40:80:100% basis.

The Department for Education has continued to work closely with trade unions and other representative bodies to develop the reformatted Teachers' Pension Scheme and regulations giving effect to it came into force on 1 April 2014. Communications are being rolled out and the reformatted scheme will commence on 1 April 2015.

Under the definitions set out in Financial Reporting Standard (FRS 17) Retirement Benefits, the TPS is a multiemployer pension scheme. The academy is unable to identify its share of the underlying assets and liabilities of the scheme. Accordingly, the academy has taken advantage of the exemption in FRS 17 and has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy has set out above the information available on the scheme.

# **Local Government Pension Scheme**

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2014 was £74,644 (2013: £72,655), of which employer's contributions totalled £56,157 (2013: £53,616), and employees' contributions totalled £18,487 (2013: £19,039). The agreed contribution rates for future years are 17.8% for employers and 5.5-12.5% for employees.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

Principal Actuarial Assumptions	At 31 August 2014	At 31 August 2013
Rate of increase in salaries	4.5%	5.1%
Rate of increase for pensions in payment / inflation	2.7%	2.8%
Discount rate for scheme liabilities	3.7%	4.6%
Expected return on assets	5.5%	5.9%

# 25 Pension and similar obligations (Continued)

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	At 31 August 2014	At 31 August 2013
Retiring today Males Females	22.4 24.4	21.4 23.3
Retiring in 20 years Males Females	24.3 26.9	23.7 25.7

The Academy's share of the assets and liabilities in the scheme and the expected rates of return were:

	Expected return at 31 August 2014	Fair value at 31 August 2014 £	Expected return at 31 August 2013	Fair value at 31 August 2013 £
Equities	6.4%	236,000	6.7%	94,000
Bonds	3.4%	72,000	4.1%	28,000
Property	4.5%	34,000	4.7%	12,000
Cash	3.3%	3,000	3.6%	1,000
Total market value of assets Present value of scheme liabilities		345,000		135,000
- Funded		(491,000)		(153,000)
Deficit in the scheme		(146,000)		(18,000)

The actual return on scheme assets was £21,000 (2013: £11,000).

# 25 Pension and similar obligations (Continued)

# **Local Government Pension Scheme (Continued)**

# Amounts recognised in the statement of financial activities

	2014 £	2013 £
Current service cost (net of employee contributions) Past service cost	96,000 -	69,000 -
Total operating charge	96,000	69,000
Analysis of pension finance income / (costs)		
Expected return on pension scheme assets Interest on pension liabilities Pension finance income / (costs)	11,000 (10,000) 1,000	4,000 (4,000) -

The actual gains and losses for the current year are recognised in the statement of financial activities. The cumulative amount of actuarial gains and losses recognised in the statement of financial activities since the adoption of FRS 17 is a £110,000 loss (2013: £6,000 loss).

# Movements in the present value of defined benefit obligations were as follows:

movements in the present value of defined belieff obligations were as follows.	2014 £	2013 £
At 1 September 2013 Current service cost	153,000 96,000	57,000 69,000
Past service cost Interest cost Employee contributions Actuarial loss Curtailments and settlements Benefits paid	10,000 23,000 209,000	4,000 19,000 4,000
At 31 August 2014	491,000	153,000
Movements in the fair value of Academy's share of scheme assets:		
	2014 £	2013 £
At 1 September 2013  Expected return on assets Actuarial gains Employer contributions Employee contributions Assets distributed on settlements Transfer in of new members Benefits paid	135,000 11,000 105,000 71,000 23,000	51,000 4,000 7,000 54,000 19,000
At 31 August 2014	345,000	135,000

The estimated value of employer contributions for the year ended 31 August 2015 is £95,000.

# 25 Pension and similar obligations (Continued)

# **Local Government Pension Scheme (Continued)**

# The five-year history of experience adjustments is as follows:

	2014 £	2013 £	2012 £
Present value of defined benefit obligations	(491,000)	(153,000)	(57,000)
Fair value of share of scheme assets	345,000	135,000	51,000
Deficit in the scheme	(146,000)	(18,000)	(6,000)
Experience adjustments on share of scheme assets	105,000	7,000	1,000
Experience adjustments on scheme liabilities	(117,000)	-	-

# 26 Related Party Transactions

Owing to the nature of the academy trust's operations and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which a trustee has an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the academy trust's financial regulations and normal procurement procedures.

The following related party transactions took place in the period of account: During the year £nil (2013: £1,069) was paid to the children of the Head teacher, C Inchley, for casual labour services provided to the Academy.