

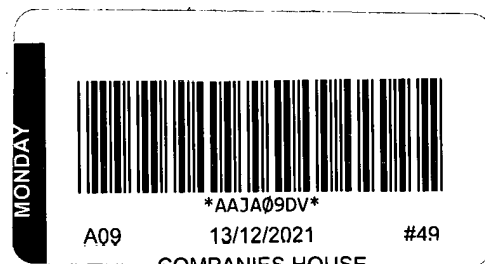
Company Registration No. 07986090 (England and Wales)

# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2021**



# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## CONTENTS

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	Page
Reference and administrative details	1
Governors' report	2 - 12
Governance statement	13 - 18
Statement on regularity, propriety and compliance	19
Statement of Governors' responsibilities	20
Independent auditor's report on the accounts	21 - 24
Independent reporting accountant's report on regularity	25 - 26
Statement of financial activities including income and expenditure account	27
Balance sheet	28
Statement of cash flows	29
Notes to the accounts including accounting policies	30 - 49

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# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Members

Mr G Harvey  
Ms S Barnes (Resigned 31 December 2020)  
Mr I Moore  
Mrs M Williams  
Mrs L Berry

### Governors

Mr I T Moore (Chair of Governors)  
Ms S Barnes (Headteacher and Accounting Officer) (Resigned 31 December 2020)  
Mrs K Wood (Staff Governor)  
Mr P Taylor (Staff Governor)  
Mrs J Berry (Community Governor)  
Mrs L Berry (Vice Chair of Governors)  
Mrs M Williamson (Community Governor)  
Mr J P Bevan (Headteacher and Accounting Officer)  
Mrs J Davies (Staff Governor)  
Mr P Turnbull (Parent Governor)  
Mrs K Collingwood (Parent Governor)  
Mr G Harvey (Community Governor) (Appointed 16 March 2021)

### Senior management team

- Headteacher	Ms S Barnes (Resigned 31 December 2020)
- Headteacher	Mr J Bevan (Appointed 1 January 2021 - Assistant Headteacher until 31 December 2020)
- Deputy Headteacher	Mrs D Spencer
- Acting Assistant Headteacher	Mrs K Tustin (Appointed 1 January 2021)

### Company Secretary

Mr I T Moore

### Company registration number

07986090 (England and Wales)

### Registered office

Orchard Gardens  
Harwood  
Bolton  
BL2 3PS

### Independent auditor

MHA Moore and Smalley  
Richard House  
9 Winckley Square  
Preston  
PR1 3HP

### Solicitors

Browne Jacobson  
Ground Floor  
3 Piccadilly  
Manchester  
M1 3BN

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT

### FOR THE YEAR ENDED 31 AUGUST 2021

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The Governors present their annual report together with the accounts and independent auditor's report of the charitable company for the period 1 September 2020 to 31 August 2021. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The principal object and activity of the charitable company is the operation of a school to provide education for pupils of mixed abilities between the ages of 3 and 11 serving a catchment area in Harwood and Breightmet. It has a roll of 197 in the school census as at October 2021.

In accordance with the articles of association the charitable company has adopted a "Scheme of Government" approved by the Secretary of State for Education. The Scheme of Government specifies, amongst other things, the basis for admitting students to the Academy, the catchment area from which the students are drawn, and that the curriculum should comply with the substance of the national curriculum.

#### **Structure, governance and management**

##### Constitution

Harwood Meadows Community Primary School converted to Harwood Meadows Community Primary School ("The Academy") on 1 April 2012. The Academy is a company limited by guarantee and an exempt charity. The Charitable Company's memorandum and articles of association are the primary governing documents of the Academy.

The Academy was incorporated on 12 March 2012 and commenced its activities on transfer from the Local Authority on the conversion date stated above.

The Governors are the trustees of Harwood Meadows Community Primary School and are also the directors of the charitable company for the purposes of company law. The Charitable Company is known as Harwood Meadows Community Primary School. Details of the Governors who served during the year are included in the Reference and Administrative Details on page 1.

##### Members' liability

Each member of the charitable company undertakes to contribute to the assets of the Charitable 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.

##### Governors' indemnities

The Academy has purchased indemnity insurance to protect governors and officers from claims arising in connection with Academy business. The insurance provides cover of up to £10million on any one claim.

##### Method of recruitment and appointment or election of Governors

The term of office is 4 years. Governors can be reappointed if they still meet the eligibility criteria in the academy's articles of association.

The Governors are appointed by the following:

- Parent Governors - elected by the parents of the students of the School
- Staff Governors - elected by the staff of the School
- Other Governors - appointed by the Governing Body

##### Policies and procedures adopted for the induction and training of Governors

All Governors are provided with copies of a Governors' Handbook containing relevant documents (Articles, Code of Conduct, School Development Plan, etc.) on appointment. Induction training is provided by the Chair and/or Headteacher and ongoing training is provided through BMBC Governor Support Unit and officers from the school's solicitors firm. On-going mentoring is provided by the Headteacher and/or Chair of Governors.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Organisational structure

The Academy is governed by its Governing Body, whose members are directors of the Charitable Company for the purposes of the Companies Act 2006 and trustees for the purposes of charity legislation. The organisational structure of the Academy consists of 4 levels: the Governing Body, the subcommittees of the Governing Body, the Headteacher and the Senior Leadership Team.

The Governing Body is responsible for setting general policies, adopting a school development plan and budget, monitoring the school's performance, making major policy decisions, appointing senior staff. Certain elements of these responsibilities are delegated to the following sub committees who make recommendations to the Full Governing Body:

- Resources Committee
- Every Child Matters Committee

The Headteacher is also the Accounting Officer and has responsibility for ensuring financial probity.

The following standing committees meet as and when required:

- Staff Discipline and Grievance Appeals
- Pupil Discipline (exclusions)
- Complaints

The Senior Leadership Team comprises:

- Headteacher
- Deputy Headteacher
- Assistant Headteacher
- Teacher with TLR

### Arrangements for setting pay and remuneration of key management personnel

Key management personnel is comprised of the Senior Leadership Team. The pay and remuneration decisions are based in the adopted local authority pay policy. Teachers' terms and conditions, alongside Teachers' Standards, apply and must be adhered to in order for any pay award to be considered. In reaching a pay determination, the local authority performance management policy is followed and used as a tool for an objective and considered decision. The Headteachers pay and remuneration is decided by a panel of governors and an external professional.

### Related parties and other connected charities and organisations

The academy is part of the following:

Cluster 1: a group of nine geographically close schools in Bolton MBC who co-operate in the areas of joint procurement, Senior Leadership, CPD and activities to improve standards of teaching & learning.

Bolton Primary Academies Network: A group of converter academies who work together on joint procurement; and are also a School Direct provider for ITT.

Alliance for Leading Learning, a not for profit organisation whose primary purpose is to support schools with difficulties to improve standards..

The school supports the local uniformed organisations, Christ's Church, Harwood Sunday School, and Yoga classes through hosting meetings in the school premises (disrupted due to Covid restrictions).

The head teachers of local outstanding schools: Eatock Primary (School Improvement Partner) / Pikes Lane (Mentor for new head teacher).

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Objectives and activities

#### Objects and aims

The main objects of the Academy as set out in its governing document are:

- establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum; and
- to promote, for the benefit of individuals living in Bolton and the surrounding area, the provision of facilities for recreation or other leisure time activities in the interests of social welfare and with the provision of improving the condition of life of the said individuals.

#### Objectives, strategies and activities

The main objectives for the period were:

- to provide for the public benefit a school offering a broad and balance curriculum
- to promote for the benefit of individuals living in Harwood and the surrounding area who have need by reason of their age, infirmity or disability, financial hardship or social and economic circumstances, or for the public at large, the provision of facilities for recreation or other leisure time activities in the interests of social welfare and with the object of improving the condition of life of the said individuals.

These were achieved by:

- continuing to apply effective strategies to enable the school to remove barriers to learning in order that children can achieve good outcomes;
- continuing to broaden the curriculum and widen the opportunities for cross-curricular application of skills in reading, writing and mathematics;
- continuing to provide facilities for use by the community to enhance local lives.

#### Public benefit

The Governors have complied with their duty to have due regard to the guidance on public benefit issued by the Charity Commission in exercising their powers and duties.

The school provides a variety of local football and rounders teams access to premises and grounds. The school has an agreement with Hardy Mill CP School to allow staff and pupils access to the school grounds in should their premises be inaccessible for any reason (fire, etc.).

### Strategic report

#### Achievements and performance

The main objectives for the period were:

- Improving reading attainment;
- Improving spelling, grammar and punctuation attainment;
- Improving maths - reasoning - resources - training;
- Developing the wider curriculum;
- Developing subject leadership.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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Due to the Covid-19 lockdown (January - March 2021), the impact of the school's focus on achieving at least the national average percentage of achievement in the new higher standards in reading; spelling, grammar and punctuation; writing and mathematics could not be demonstrated through formal Standardised Assessment Tests as these didn't take place. Internal data (July 2021) showed children to be on track to achieve at least national average standards.

Reserves targets – monies held in reserve have been approved for retention by governors in order to ensure that the children's musical education within a broad and balanced curriculum is assured for the foreseeable future despite budget cuts in real terms and predicted falling numbers in the area;

Children received a full and balanced curriculum enhanced by opportunities facilitated by monies from reserves.

Staff ratios – investment in staff has enabled the school to provide much more personalised learning, some of which has been provided through PPG monies for those children who qualify for that grant. In addition, boosted staff ratios have allowed us to meet the needs of the children who require extra help whether medically, socially/emotionally or academically at either end of the spectrum.

### Key performance indicators

The school has used its curricular freedoms to expand other areas of provision:

- Wider Opportunities in Music: an outstanding musical provision for a class to receive instrumental tuition to enhance and broaden their wider education. The governors have fulfilled their ambition to extend this and, consequently, instrumental tuition is accessed by all pupils in KS2.

Both of these areas of provision have been funded from the monies saved through efficiencies of procurement and economies of scale through group purchasing with other local academies and working in partnership with Bolton Music Service Administration

- Total number on roll 233 as at spring census 2021

### **Pupil Movement**

Pupil movement from school for the period 1st September 2020 to 31st August 2021: 11

Pupil movement to school for the period 1st September 2020 to 31st August 2021: 7

### **Current class organisation**

Harwood Meadows - Class numbers 2020/2021

Year Group	Males	Females	Total
Nursery	13	19	32
Reception	7	17	24
Year 1	17	13	30
Year 2	13	15	28
Year 3	15	16	31
Year 4	16	14	30
Year 5	15	14	29
Year 6	16	12	28
Total	112	120	232

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Staff Responsibilities for 2020/2021 (8 Classes) 12 teachers

#### School Leadership Team

Ms Siobain Barnes	Headteacher (retired 31/12/2020) replaced by Julian Bevan
Mrs Dianne Spencer	Deputy Headteacher
Mr Julian Bevan	Assistant Headteacher until 31/12/2020 then promoted to Headteacher
Ms Kerry Tustin	TLR - from 01/01/2021 promoted to Assistant Headteacher

#### Staff roles

FSN Mrs Karen Marsden	PSHE / RSE
FSR Mrs Karen Wood	EYFS Leader / Healthy Schools / Outdoor Environment
Y1 Miss Rebecca Williams	History
Y2 Mrs Jane Pike	Geography / Read Write Inc.
Miss Natalie Thomas	Science
(replaced in Jan 21 by Emily Green)	
Y3 Miss Rachael McFadden	ICT
Y4 Mr Andrew Westhead	Art / Design and Technology / Music
Miss Sophie Jacques	English / MFL
Y5 Mr Owen Leese	Science / SENCO / PPG
(left Harwood Meadows in Dec 20)	NQT, replaced by Mrs Kerry Tustin
Y6 Miss Sophie Jacques	English / MFL

#### Interventions

Mrs Dianne Spencer

#### Support Staff

Administration:	
Mrs Catherine Joyce	Office Manager
Mrs Holly Green	Office Manager
Mrs Sharon Pitt	Clerical Assistant

#### Teaching Assistants

Miss Nicola Warrington	Miss Natalie Allen	Mrs Pryia Vara
Mrs Dale Birtwistle	Mrs Debbie Mercer	Mrs Kathy Hillary
Mrs Alison Bellew	Mrs Julie Davies	Mrs Fiona Platt
Mrs Mitra Molai	Mrs Joan Coward	Mrs Debra Johnstone
Mrs Karen Hennessy		

#### Welfare Assistants

Mrs Karen Hennessey	Miss Sarah Lomax	Mr Peter Taylor
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#### Out of School Club

Mrs Debra Johnstone	(Manager – mornings)
Miss Laura Potter	(Manager – evenings)
Miss Sarah Lomax	(Deputy manager)
Mrs Debbie Mercer	(Playworker)



# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Self-Evaluation

Ofsted judged the school to be good in November 2019. There were some areas for us to develop and we continue to work on those points from the Ofsted report, mainly early reading, the wider curriculum and subject leadership. Improvements in our KS1 reading provision have taken place with further development of Read Write Inc, our phonics scheme. We have also developed our feedback systems for children to enable a keep up not catch up approach to learning. The teachers have been working on their subject leader roles to ensure that they are fully abreast of both standards within school and national developments within their specific subject areas. Weekly coaching meetings continue to take place to support subject leaders in their roles, as well as online training for subject leadership. The governors judged safeguarding within the school to be good based on the findings of both our own safeguarding governor and our SIP.

Internal data throughout the school indicated that learning was affected by lockdown (Jan – Mar 21) and bubble closures but that children continued to progress well following catch up initiatives in school. This impacted more on KS1 children due to a greater number of bubble closures in the Autumn term. Any children struggling or beginning to fall behind were identified quickly and swift remedial action was taken.

The new phonics programme, Read, Write Inc., was purchased in Dec 2019 to ensure the school's phonic success remains above average – we continue to deliver this in EYFS / KS1 and have increased the capacity of staff in order to ensure that this is delivered successfully. Our reading specialist / Y6 teacher continues to drive forward initiatives to improve standards of reading across school. During the second national lockdown, key worker / vulnerable children were invited into school. Learning took place via our online learning platform for those children who were learning from home. Systems were put in place to ensure children were engaged in online learning. The challenge to maintain improvements is being addressed by staff and monitored by governors. The curriculum has been modified in order that a catch-up curriculum can be implemented to plug any gaps in learning. This is informed by regular formative assessment and addressing misconceptions at the point of learning.

### Performance Management

Final meetings for performance management have been held and all staff have met their targets and are being supported in their development.

### Continuing Professional Development

Training attended by staff this year has addressed current school needs, legal requirements, individual staff needs and has included:

- Safeguarding
- Subject Leadership - Deep Dives
- Speech, Language and Communication
- Maths
- Writing Moderation
- Attachment Training
- Music
- Risk Assessment
- First Aid
- Early Help form training
- CEOP
- Safe administration of medicines for children
- IOSH
- Early Reading
- Phonics
- Governor Training - Role of governors
- EYFS Moderation
- EYFS Curriculum Training
- KS2 Moderation
- KS1 Moderation
- Subject specific training - e.g. History / Geography / Computing

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Emergency Procedures

Fire Drill – Evacuation completed safely for whole school evacuation including visitors. Invacuation procedures practised successfully.

### PTFA

The capacity for the PTFA to organise fund raising events has been compromised due to COVID restrictions e.g. Christmas and summer fairs were not able to take place. However, the PTFA have made a contribution to new smartboards for each classroom this year, enhancing learning opportunities for the children. The school is enormously grateful for the support it receives from the PTFA.

### Students

Once again, we will be supporting students this term on School Direct. Our ITT lead, as well as the teachers, invest huge amounts of time in the training of these students (much of which is done in their own time) so that we create excellent teachers for the pupils of the future. They never do anything other than an outstanding job.

### Exclusion Report

There have been 3 fixed exclusions since the last report.

### Reports of Racist Incidents

There has been one racist incidents since the last report.

### Vandalism Record

We have not reported any incidents since the last report.

### Commentary

As a school, we have been very focused on keeping a broad and balanced curriculum, for which the Academy Governing Board would like to formally thank the staff. The children have been involved in many exciting projects as staff are committed to ensuring that they enjoy their learning in addition to achieving high standards. Once again, we feel we have been superbly supported in this endeavour by parents and the wider community. There is a powerful belief at Harwood Meadows that education is about so much more than SATs and assessments and, as a school community, we are committed to ensuring that our children always receive that high quality education. As long as we keep our eye on that twin prize of high standards coupled with an enriching, enjoyable curriculum, we believe that we will be serving the children of Harwood Meadows in the best way that we can.

### Going concern

After making appropriate enquiries, the Board of Governors has a reasonable expectation that the Academy trust has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board of Governors continues to adopt the going concern basis in preparing the accounts. Further details regarding the adoption of the going concern basis can be found in the statement of accounting policies.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Financial review

Financial management policies reviewed and updated during the period: pay, reserves, risk management, financial hand book for academies. All have been formally adopted by the governing board.

The school's total incoming resources during the period were £1,342,590 (2020: £1,215,924).

The majority of the school's income derives from central government funding via the Education Funding Agency, in the form of current grants. Total funding received for the school's educational operations in the period was £1,308,292 (2020: £1,198,410) and further details are provided in note 5 to the accounts.

Total outgoing resources for the period were £1,454,973 (2020: £1,495,831), the majority of which related to the direct provision of educational operations £1,451,014 (2020: £1,484,175) and further details are provided in note 8 to the accounts.

The in year deficit on restricted general funds (excluding pension reserve) and unrestricted funds was £31,004 (2020: deficit of £161,951 ).

At the period end the School's total reserves were £679,978 (2020: £950,361) details of which are included below.

On conversion in 2011 the School inherited a deficit of £144,000 in respect of the Local Government Pension Scheme, which many of the non-teaching staff belong to. This deficit had increased to £968,000 by 31 August 2021, mainly due to changes in actuarial assumptions regarding future returns on investments and the present value of future liabilities. The School does not have an obligation to settle this liability immediately and there are no indications that it will crystallise in the foreseeable future.

Parliament has agreed, at the request of the Secretary of State for Education, to 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.

At 31 August 2021 all assets shown in the accounts were used exclusively for providing education and associated support services to students of the School.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### Reserves policy

The Academy policy for reserves states that any reserves will be held at an acceptable level to support the on-going provision of education. It also uses its reserves from income generation to support the further development of the school in line with the School Development Plan. Monies held in reserve will be utilised to offset the impact of Covid-19; the anticipated 1% – 1.5% reduction in real terms in budget year on year; rising costs of resources and outsourcing of services; reduction in EYFS funding and anticipated fall in numbers in the local area.

At 31 August 2021 the School held the following reserves.	2021	2020
Total reserves	679,978	950,361
Add back Pension reserve	968,000	728,000
Less reserves attributable to Fixed assets	(1,490,968)	(1,490,347)
Unrestricted and general restricted funds	157,010	3188,014
Less restricted general funds	(7,184)	(168,616)
Free reserves	149,826	169,398

### **Restricted GAG reserves**

The Governors have considered the level of GAG reserves which they believe will provide sufficient working capital to cover delays between the spending and receipt of grants and unexpected or planned future revenue and capital costs. The Governors believe that, under normal circumstances, the appropriate level of GAG reserve should be between 2% and 4% of GAG income, and aim to keep the reserve within these parameters.

At 31 August 2021 the school held £nil. Although this is below the appropriate level of 2% and 4% of GAG income, this is still considered reasonable as the current year had been an exceptional year due to the impact of the Covid-19 pandemic reducing income generation and thus this year is not considered normal circumstances. The school prioritised using revenue funding in the year in 2020/21 to offset funding reductions and additional costs of Covid-19. Capital and other projects will be funded from other income generation. Given the current economic climate, Governors are maintaining a watchful brief over income generation recovering to pre-pandemic levels and future potential staff cost increases, including the planned increase in National Insurance contributions. However they consider the Academy Trust to have sufficient reserves within unrestricted funds and sufficient cash reserves to continue as a going concern.

### **Unrestricted reserves**

The academy is proactive in income generation through providing external consultancy and wrap around care provision. In addition to the GAG reserve, which can only be utilised for the restricted purposes set out in the Funding Agreement, the school holds unrestricted free reserves, which provide additional working capital and are not committed or designated. It is the Governors' policy to aim to hold approximately 1 months' expenditure, if possible, in unrestricted reserves, to provide an additional cushion over and above the restricted GAG reserve and to ensure the continuing level of provision in all aspects of the Academy's work. It also plans to invest in renewing and updating reading and phonics resources and any excess of this amount will be allocated to this area.

At 31 August 2021 the level of unrestricted reserves held was £149,826. This is due to an investment in a full new phonics scheme, large scale staff training in phonics and the appointment of a reading specialist in order to address the targets set in our most recent Ofsted report. The expenditure was a singular occurrence and complies with the principles of our articles of governance. The Governors'

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2021

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#### Investment policy

At present the governors do not invest any surplus balances. A working party would be formed to discuss appropriated investment opportunities, devise a policy and the associated risk should the board decide that this would be a course of action to be pursued. The academy will ensure that prior to any investments been made they are secure in the investment choices available.

#### Principal risks and uncertainties

The Governors have assessed the major risks to which the academy is exposed, in particular those relating to Covid-19, teaching, child protection, health and safety, school trips, finance and premises. These risks are reviewed on an annual basis. A number of new operational systems have been implemented during the period in order to minimise specific risks.

#### Main Risks:

- Covid:** Loss of income from our trading company has been a side effect of Covid. In order to mitigate the impact of this, the relevant staff were furloughed and running costs lessened, where possible. H&S Governor carries out regular audit of our C-19 risk assessment in order to ensure that the school is doing everything possible to remain open to all children.
- AWPU:** Proactive measures were taken last year in order to mitigate the risk of falling pupil numbers which has resulted in an increased uptake of places and, consequently, an increase in income.
- Staffing:** Staff wellbeing is considered quite a risk at this turbulent time. To this end, meaningful workload reduction, support and training / mentoring are being used to mitigate risk of illness and absence.

The internal financial systems are based on the Academies Financial Handbook and are documented in the Academy's own Financial Handbook and supporting policies. The systems are based on a framework of segregation of duties, schemes of delegation which include authorisation and approval. Financial management information is provided to The Accounting Officer on monthly basis.

The internal audit service has been performed during the period by Haines Watts and reports have been presented to the Governing Body. No major issues have been identified. Recommendations for the improvements to systems and procedures have been implemented/ are in the process of being implemented. Further detail on the internal audit visits has been included in the Governance Statement.

#### Financial and risk management objectives and policies

Cash Balances are monitored on a regular basis to ensure that sufficient funds are available at all time to meet the current liabilities at all times.

The Academy has inherited a deficit on the Local government pension scheme. This will be monitored annually.

#### **Fundraising**

The Academy has undertaken fundraising during 2020/21. Firstly funds have been raised to support local and national charities. Traditional approaches to fundraising have been used, including non uniform days, Christmas jumper days and cake sales. All funds are collected by the Finance Department and paid to the relevant charity via BACS or Cheque.

Sadly due to COVID-19 fund raising by the PTFA was severely restricted in 2020/21.

All fundraising activities are monitored by the Senior Leadership Team and are undertaken in accordance with regulations. The Academy does not work with professional fundraisers or commercial participators and has received no complaints in relation to its fundraising activities.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Plans for future periods

- Continue to improve Reading, Spelling and Phonics.
- Continue to develop a bespoke, broad and balanced curriculum enhanced by visits, enrichments and first-hand experiences and opportunities, where possible.
- Continue to develop subject leadership throughout school.
- Continue to develop an excellent online learning offer whereby children can access learning wherever they are.
- Employ a robust catch-up programme of learning in order to mitigate the missed education due to Covid.

### Funds held as custodian trustee on behalf of others

There were no funds held as Custodian Trustee on behalf of others during the period.

### Auditor

In so far as the Governors are aware:

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

A resolution proposing that MHA Moore and Smalley be reappointed as auditor of the charitable company will be put to the members.

The Governors' report, incorporating a strategic report, was approved by order of the Board of Governors, as the company directors, on 08/12/2021 and signed on its behalf by:

*Ian Moore*

Mr I T Moore

Chair of Governors

# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

## **GOVERNANCE STATEMENT**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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### **Scope of responsibility**

As Governors we acknowledge we have overall responsibility for ensuring that Harwood Meadows Community Primary School 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 Governors 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 in accordance with the requirements and responsibilities assigned to it in the funding agreement between Harwood Meadows Community Primary School and the Secretary of State for Education. They are also responsible for reporting to the Board of Governors any material weaknesses or breakdowns in internal control.

Working Committees manage the regular workload of the Governing Body and are recommended to meet at least once per term. Specific matters and school policies may be delegated to these committees in order for a smaller group of governors to consider and where appropriate agree matters on behalf of the Governing Body. At Harwood Meadows, these are:

#### **Resources Committee:**

- personnel matters;
- financial matters;
- premises and building matters.

#### **Every Child Matters Committee:**

- curriculum provision;
- teaching and learning;
- achievement and standards;
- inclusion matters;
- pupil behaviour, health, wellbeing and safety;
- attendance.

The Governors have been effective in moving forward, adapted and risen to the challenges and requirements as an Academy. They are actively monitoring and supporting the school in its endeavours to mitigate the effect of Covid-19 on learning and mental health within the school community. Whilst Covid-19 restrictions have been in place, Governors have been unable to come into school to undertake monitoring duties, instead this has been undertaken during Governor meetings (virtually). During Governors' meetings, Governors have been active in holding leaders to account through questioning and reviewing decisions made by SLT. Additional governor meetings have been held during 2020/2021 in order to update Governors with regard to Covid-19 / curriculum / resourcing related matters.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Governance

The information on governance included here supplements that described in the Governors' Report and in the Statement of Governors' Responsibilities. The Board of Governors has formally met 3 times during the year.

As well as the Governing Board meeting 4 times in the year, the school has various sub-committees of the Governing Board, as detailed in the organisational structure, that meet throughout the year and inform the Governing Board. As a result of these the Governing Board maintains effective oversight of funds.

Attendance during the year at meetings of the Board of Governors was as follows:

Governors	Meetings attended	Out of possible
Mr I T Moore (Chair of Governors)	4	4
Ms S Barnes (Headteacher and Accounting Officer) (Resigned 31 December 2020)	1	1
Mrs K Wood (Staff Governor)	3	4
Mr P Taylor (Staff Governor)	2	4
Mrs J Berry (Community Governor)	4	4
Mrs L Berry (Vice Chair of Governors)	4	4
Mrs M Williamson (Community Governor)	4	4
Mr J P Bevan (Headteacher and Accounting Officer)	4	4
Mrs J Davies (Staff Governor)	4	4
Mr P Turnbull (Parent Governor)	0	4
Mrs K Collingwood (Parent Governor)	4	4
Mr G Harvey (Community Governor) (Appointed 16 March 2021)	1	2

The Governing Board has assessed its performance as effective as there is continual ongoing monitoring of school business including both the school's educational and financial performance. As a result of robust monitoring and challenge, savings were identified (particularly with regard to staffing) thereby improving the school's value for money. The quality of data used by the board is found to be acceptable as it uses the data provided by the DfE supplemented by data from the school which is checked externally.

The Governing Board has met frequently in order to stay abreast of the impact of COVID and to provide strategic support in order to mitigate this, e.g. restructuring of learning programme to facilitate catch-up, ensuring school has sufficient staffing, effectively deployed, for the school to function safely and productively. The school closed to all but the children of key workers and vulnerable children on from Jan - Mar 2021.



# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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Challenges for the academy included:

- Bubbles having to close due to COVID;
- Delivering both face to face and online learning simultaneously during lockdown (Jan – Mar 21);
- Moving from face to face learning to remote learning with less than 24 hours' notice;
- Ensuring engagement of children throughout lockdown;
- Staff learning to teach via our remote online learning platforms;
- inconsistency of children attending which made meaningful learning difficult;
- Supporting families with a lack of digital equipment throughout the lockdown.

In order to mitigate this situation, Governors met with senior leaders, holding them to account for educational provision throughout lockdown. The COVID plan was shared with governors, resulting in the following actions:

- Showbie and Teams were used to deliver online learning;
- Live lessons / lessons recorded by experts (e.g. White Rose / Oaks National Academy);
- 2x live Teams meetings / day;
- Timetable for the week completed by teachers and shared with parents via Showbie every Monday;
- Creative arts e.g. music continued to be taught remotely e.g. music delivered by Bolton Music Service via online videos;
- Learning differentiated appropriately for children with SEND;
- Feedback top children was given both individually / whole class via our online platforms;
- Vulnerable children were invited to learn in school;
- Governors meeting took place in Jan 20 to share COVID plan for remote learning;
- Letter sent home to parents to detail remote learning offer;
- Parents directed to website for support on how to access Teams / Showbie;
- Parents encouraged to contact school if they have technical issues re. home learning;
- Parents contacted if they have indicated they are having problems with online learning platform;
- Letters home to parents re. home learning shared with all staff;
- Record of attendance and engagement completed daily;
- Children not engaging monitored each week – phone calls home were made to support these families;
- Education Social Worker support for families needing further support;
- Paper learning packs made available upon request;
- Paper packs delivered and collected by staff members;

Another challenge has been the need for meetings to be held remotely. All governors took training courses in order to overcome any potential difficulties. A financial review conducted by the ESFA found the governing board to have been diligent and effective in the financial overseeing of the school's budget. The school finances have been well-managed and support the further development of the school in order to achieve the best possible outcomes for the children.

The Resources Committee is a sub-committee of the main Board of Governors. Its purpose is to discuss any issues surrounding the following areas: Personnel, Financial, Premises and Building Matters.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

Attendance at meetings in the year was as follows:

Governors	Meetings attended	Out of possible
Mr I T Moore (Chair of Governors)	3	4
Ms S Barnes (Headteacher and Accounting Officer) (Resigned 31 December 2020)	1	1
Mr P Taylor (Staff Governor)	1	4
Mrs L Berry (Vice Chair of Governors)	3	4
Mrs M Williamson (Community Governor)	3	4
Mr J P Bevan (Headteacher and Accounting Officer)	4	4
Mr P Turnbull (Parent Governor)	0	4
Mr G Harvey (Community Governor) (Appointed 16 March 2021)	4	4

### Review of value for money

As Accounting Officer the Headteacher has responsibility for ensuring that the Academy trust delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The Accounting Officer considers how the trust's use of its resources has provided good value for money during each academic year, and reports to the board of trustees where value for money can be improved, including the use of benchmarking data where available. The accounting officer for the academy trust has delivered improved value for money during the year through;

- reviewing staffing structure and avoiding redundancy payments;
- monitoring pupil performance to ensure that the significant investment in a new phonics programme has resulted in better outcomes for children;
- checking spending is effective in supporting pupils with particular needs;
- conducting a best value review of service providers both from the LA and external which significantly reduced costs whilst maintaining confidence in our ability to continue running the school through the enforced lockdown due to Covid-19

The Accounting Officer has improved the use of resources to deliver better value for money in their trust during the year. This has been achieved by:

- the appointment of highly skilled staff with specific expertise in the areas identified in our SDP;
- focused spending on areas identified in the SDP as necessary for improvement of outcomes for pupils;
- working in and with the wider community to ensure a broad curriculum offer, e.g. singing with Bolton Symphony Orchestra, residential outdoor education week, involvement with community projects;
- Successfully obtaining grants for new technology in school;
- Working with the PFTA to fund new smartboards for every class.

### 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 Academy trust 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 Harwood Meadows Community Primary School for the period 1 September 2020 to 31 August 2021 and up to the date of approval of the annual report and accounts.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### Capacity to handle risk

The board of Governors has reviewed the key risks to which the Academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of Governors is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy trust's significant risks that has been in place for the period 1 September 2020 to 31 August 2021 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the board of Governors.

### The risk and control framework

The Academy trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the 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 governors on a regular basis;
- regular reviews by the Resources 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, e.g. the KPI of improvement of standards in phonics was achieved through the investment in a full new phonics scheme and comprehensive staff training;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;
- identification and management of risks – specifically, the effect of Covid-19 which has included furlough, lost income through rental, gaps in learning to be caught up, staff absence due to quarantine, etc.

The Board of Governors has decided to buy in an internal audit service from Haines Watts for 2020/21.

The internal scrutiny role includes giving advice on financial and other matters and performing a range of checks on the Academy trust's financial and other systems. In particular, the checks carried out in the current period included:

- Risk Management
- Fixed asset systems and controls
- Payroll systems and controls

The internal auditor reports for each term have been presented to the Resources Committee who have subsequently reported on these to the Board of Governors. Haines Watts have prepared an annual summary report which has been presented to the committee outlining the areas reviewed, key findings, recommendations and conclusions to help the committee consider actions and assess year on year progress.

The results for the year have been considered by the Board of Governors. Two moderate and high priority recommendations have been made during the Risk Management audit, both of which have been actioned. A number of low priority recommendations have also been made in all reports, which have either been actioned or are in the process of being actioned.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### 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 review has been informed by:


- the Resources Committee and the Health and Safety team
- ESFA financial review
- the work of the internal scrutiny
- the work of the external auditor;
- the financial management and governance self-assessment process
- the work of the executive managers within the Academy trust who have responsibility for the development and maintenance of the internal control framework.

The accounting officer has been advised of the implications of the result of their review of the system of internal control by the Resources Committee and a plan to address any weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the Board of Governors on 08/12/2021 and signed on its behalf by:

*Ian Moore*

**Mr I T Moore**  
**Chair of Governors**



**Mr J P Bevan**  
**Headteacher and Accounting Officer**

# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

## **STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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As Accounting Officer of Harwood Meadows Community Primary School I have considered my responsibility to notify the Academy trust Board of Governors and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the Academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

I confirm that I and the Academy trust's Board of Governors 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 2018.

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 Governors and ESFA.



**Mr J P Bevan**  
**Accounting Officer**

08/12/2021

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# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## STATEMENT OF GOVERNORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2021

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The Governors (who act as trustees for Harwood Meadows Community Primary School and are also the directors of Harwood Meadows Community Primary School for the purposes of company law) are responsible for preparing the Governors' report and the accounts in accordance with the Academies Accounts Direction 2020 to 2021 published by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Governors to prepare accounts for each financial year. Under company law, the Governors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period.

In preparing these accounts, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2020 to 2021;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the accounts 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 Governors are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring that grants received from ESFA/DfE have been applied for the purposes intended.

The Governors 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 accounts may differ from legislation in other jurisdictions.

Approved by order of the members of the Board of Governors on 08/12/2021 and signed on its behalf by:

*Ian Moore*

**Mr I T Moore**  
**Chair of Governors**

# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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### **Opinion**

We have audited the accounts of Harwood Meadows Community Primary School for the year ended 31 August 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2019 and the Academies Accounts Direction 2020 to 2021 issued by the Education and Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2021 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;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2019 and the Academies Accounts Direction 2020 to 2021.

### **Basis for opinion**

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

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Governors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Academy trust's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Governors with respect to going concern are described in the relevant sections of this report.

# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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### **Other information**

The Governors are responsible for the other information, which comprises the information included in the annual report other than the accounts and our auditor's report thereon. Other information includes Reference and Administrative details, Trustees Report incorporating the Strategic Report and the Directors Report, the Governance Statement, the Statement on Regularity, Propriety and Compliance and the Trustees Responsibility Statement. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the Governors' report including the incorporated strategic report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Governors' report including the incorporated strategic report has been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the Governors' report, including the incorporated strategic report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of Governors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of Governors**

As explained more fully in the statement of Governors' responsibilities, the Governors are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the Governors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

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



# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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### **Auditor's responsibilities for the audit of the accounts**

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud, are detailed below:

- Enquiries with management, including governors, about any known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of those charged with governance;
- Reviewing internal audit reports;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness.

We identified the following areas as those most likely to have a material impact on the financial statements: Health & Safety; compliance with the Academies Financial Handbook; safeguarding and child protection; employment law; data protection and compliance with the UK Companies Act.

Owing to the inherent limitations of an audit, there is an unavoidable risk that some material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with the ISAs (UK). For instance, the further removed non-compliance is from the events and transactions reflected in the financial statements, the less likely the auditor is to become aware of it or to recognize the non-compliance.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

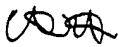
## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Christine Wilson (Senior Statutory Auditor)  
for and on behalf of MHA Moore and Smalley  
Chartered Accountants  
Statutory Auditor**

Richard House  
9 Winckley Square  
Preston  
PR1 3HP

09/12/2021  
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# **HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL AND THE EDUCATION AND SKILLS FUNDING AGENCY**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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In accordance with the terms of our engagement letter dated 26 September 2016 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2020 to 2021, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Harwood Meadows Community Primary School during the period 1 September 2020 to 31 August 2021 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 Harwood Meadows Community Primary School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Harwood Meadows Community Primary School and ESFA 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 Harwood Meadows Community Primary School and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Harwood Meadows Community Primary School's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Harwood Meadows Community Primary School's funding agreement with the Secretary of State for Education dated 5 May 2012 and the Academies Financial Handbook, extant from 1 September 2020, 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 2020 to 2021. 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 2020 to 31 August 2021 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 Framework and Guide for External Auditors and Reporting Accountant of Academy Trusts issued by ESFA. 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.

The work undertaken to draw to our conclusion includes consideration of governance issues and an evaluation of the control environment of the School together with enquiry, analytical review and substantive testing of transactions.

## HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

### INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL AND THE EDUCATION AND SKILLS FUNDING AGENCY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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#### 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 2020 to 31 August 2021 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*MHA Moore and Smalley*

**Reporting Accountant**  
**MHA Moore and Smalley**

09/12/2021  
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# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2021

		Unrestricted funds	Restricted general funds	Restricted fixed asset funds	Total 2021	Total 2020
	Notes	£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and capital grants	4	325	23,082	6,498	29,905	7,645
Charitable activities:						
- Funding for educational operations	5	109,674	1,198,618	-	1,308,292	1,198,410
Other trading activities	6	4,368	-	-	4,368	9,705
Investments	7	25	-	-	25	164
<b>Total</b>		<u>114,392</u>	<u>1,221,700</u>	<u>6,498</u>	<u>1,342,590</u>	<u>1,215,924</u>
<b>Expenditure on:</b>						
Raising funds	8	3,959	-	-	3,959	11,656
Charitable activities:						
- Educational operations	9	130,392	1,284,113	36,509	1,451,014	1,484,175
<b>Total</b>	8	<u>134,351</u>	<u>1,284,113</u>	<u>36,509</u>	<u>1,454,973</u>	<u>1,495,831</u>
<b>Net expenditure</b>		(19,959)	(62,413)	(30,011)	(112,383)	(279,907)
Transfers between funds	18	387	(31,019)	30,632	-	-
<b>Other recognised gains/(losses)</b>						
Actuarial losses on defined benefit pension schemes	20	-	(158,000)	-	(158,000)	(65,000)
<b>Net movement in funds</b>		(19,572)	(251,432)	621	(270,383)	(344,907)
<b>Reconciliation of funds</b>						
Total funds brought forward		169,398	(709,384)	1,490,347	950,361	1,295,268
Total funds carried forward	18	<u>149,826</u>	<u>(960,816)</u>	<u>1,490,968</u>	<u>679,978</u>	<u>950,361</u>

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## BALANCE SHEET

AS AT 31 AUGUST 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	13		1,504,138		1,505,398
<b>Current assets</b>					
Debtors	14	44,693		32,696	
Cash at bank and in hand		209,346		211,927	
		<u>254,039</u>		<u>244,623</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	15	(98,910)		(58,490)	
<b>Net current assets</b>			155,129		186,133
<b>Total assets less current liabilities</b>			<u>1,659,267</u>		<u>1,691,531</u>
Creditors: amounts falling due after more than one year	16		(11,289)		(13,170)
<b>Net assets before defined benefit pension scheme liability</b>			<u>1,647,978</u>		<u>1,678,361</u>
Defined benefit pension scheme liability	20		(968,000)		(728,000)
<b>Total net assets</b>			<u><u>679,978</u></u>		<u><u>950,361</u></u>
<b>Funds of the Academy trust:</b>					
<b>Restricted funds</b>	18				
- Fixed asset funds			1,490,968		1,490,347
- Restricted income funds			7,184		18,616
- Pension reserve			(968,000)		(728,000)
<b>Total restricted funds</b>			<u>530,152</u>		<u>780,963</u>
<b>Unrestricted income funds</b>	18		<u>149,826</u>		<u>169,398</u>
<b>Total funds</b>			<u><u>679,978</u></u>		<u><u>950,361</u></u>

The accounts set out on pages 27 to 49 were approved by the Board of Governors and authorised for issue 08/12/2021..... and are signed on its behalf by:

*Ian Moore*

.....  
Mr I T Moore  
Chair of Governors

Company Number 07986090

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2021

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Net cash provided by/(used in) operating activities	21		28,026		(397,001)
<b>Cash flows from investing activities</b>					
Dividends, interest and rents from investments		25		164	
Capital grants from DfE Group		6,498		38,944	
Purchase of tangible fixed assets		(35,249)		(2,222)	
<b>Net cash (used in)/provided by investing activities</b>			(28,726)		36,886
<b>Cash flows from financing activities</b>					
New other loan		-		15,051	
Repayment of other loan		(1,881)		-	
<b>Net cash (used in)/provided by financing activities</b>			(1,881)		15,051
<b>Net decrease in cash and cash equivalents in the reporting period</b>			(2,581)		(345,064)
Cash and cash equivalents at beginning of the year			211,927		556,991
<b>Cash and cash equivalents at end of the year</b>			<u>209,346</u>		<u>211,927</u>

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

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### 1 Accounting policies

Harwood Meadows Community Primary School is a charitable company. The address of its principal place of business is given on page 1 and the nature of its operations are set out in the Governors' report.

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgements and key sources of estimation uncertainty, is set out below.

#### 1.1 Basis of preparation

The accounts of the Academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the 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) (Charities SORP (FRS 102)), the Academies Accounts Direction 2020 to 2021 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

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

#### 1.2 Going concern

The Governors assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company to continue as a going concern. The Governors make this assessment in respect of a period of at least one year from the date of authorisation for issue of the accounts. The Governors have considered the impact of the Government response to Covid-19 on the activity of the School in terms of both increased costs of compliance with guidelines and catch up in learning and also the potential of reduced income. The Governors have concluded that the Academy trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Academy trust's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

#### 1.3 Income

All incoming resources are recognised when the Academy trust has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

##### Grants

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 period is shown in the relevant funds on the balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the statement of financial activities in the period for which it is receivable, and any abatement in respect of the period is deducted from income and recognised as a liability.

Capital grants are recognised in full when there is an unconditional entitlement to the grant. Unspent amounts of capital grants are reflected in the balance sheet in the restricted fixed asset fund. Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended.



# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 1 Accounting policies

(Continued)

#### Sponsorship income

Sponsorship income provided to the Academy trust which amounts to a donation is recognised in the statement of financial activities in the period in which it is receivable (where there are no performance-related conditions), where the receipt is probable and it can be measured reliably.

#### Donations

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

#### Other income

Other income, including the hire of facilities, is recognised in the period it is receivable and to the extent the Academy trust has provided the goods or services.

#### Donated goods, facilities and services

Goods donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. If it is practical to assess the fair value at receipt, it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impractical to fair value the items due to the volume of low value items they are not recognised in the accounts until they are sold. This income is recognised within 'Income from other trading activities'.

#### Donated fixed assets

Donated fixed assets are measured at fair value unless it is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the Academy trust's accounting policies.

### 1.4 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 are allocated on the portion of the asset's use.

All resources expended are inclusive of irrecoverable VAT.

#### Expenditure on raising funds

This includes all expenditure incurred by the Academy trust to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

#### Charitable activities

These are costs incurred on the Academy trust's educational operations, including support costs and costs relating to the governance of the Academy trust apportioned to charitable activities.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 1 Accounting policies

(Continued)

#### 1.5 Tangible fixed assets and depreciation

Assets costing £1,000 or more 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. Where there are specific conditions attached to the funding that require the continued use of the asset, 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 the relevant assets is charged directly to the restricted fixed asset fund in the statement of financial activities. 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 other than freehold land, at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life, as follows:

Leasehold Land and buildings	Over the lease term/2%
Computer equipment	33.3%
Fixtures, fittings & equipment	20%

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.

#### 1.6 Liabilities

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 Academy trust 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.

#### 1.7 Leased assets

Rentals under operating leases are charged on a straight-line basis over the lease term.

#### 1.8 Financial instruments

The Academy trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the Academy trust and their measurement basis are as follows.

##### Financial assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

Cash at bank is classified as a basic financial instrument and is measured at face value.

##### Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition.

Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 1 Accounting policies

(Continued)

#### 1.9 Taxation

The Academy trust 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 trust 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.

#### 1.10 Pensions benefits

Retirement benefits to employees of the Academy trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes and the assets are held separately from those of the Academy trust.

The TPS is an unfunded scheme and contributions are calculated to spread the cost of pensions over employees' working lives with the Academy trust 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 based on quadrennial valuations using a prospective unit credit method. The TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the Academy trust 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 credit 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 net income or expenditure are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the statement of financial activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses. Actuarial gains and losses are recognised immediately in other recognised gains and losses.

#### 1.11 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by funders 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/Department for Education.

### 2 Critical accounting estimates and areas of judgement

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 2 Critical accounting estimates and areas of judgement

(Continued)

#### Critical accounting estimates and assumptions

The Academy trust makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

#### Valuation of the Local Government Pension Scheme defined benefit liability

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 20, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2021. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

#### Critical areas of judgement

##### Classification and valuation of long leasehold land and buildings

The academy's long leasehold land and buildings are held under a 125 year lease and are wholly used in the course of the academy's business and are held within the academy. No value was paid for the land and buildings, which have been incorporated into the accounts as a donated asset, based on a depreciated replacement cost valuation carried out as at 31 March 2013 on behalf of the Department for Education by DTZ. This valuation has been adjusted to take account of depreciation in the period since conversion, to arrive at an estimate for the value of land and buildings acquired on conversion.

### 3 General Annual Grant (GAG)

Under the funding agreement with the Secretary of State, the Academy trust was not subject to limits at 31 August 2021 on the amount of GAG that could be carried forward from one year to the next.

### 4 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Capital grants	-	6,498	6,498	5,772
Other donations	325	23,082	23,407	1,873
	<u>325</u>	<u>29,580</u>	<u>29,905</u>	<u>7,645</u>

The income from donations and capital grants was £29,905 (2020: £7,645) of which £325 was unrestricted (2020: £1,873), £23,082 was restricted (2020: £-) and £6,498 was restricted fixed assets (2020: £5,772).

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 5 Funding for the Academy trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	858,632	858,632	797,404
Other DfE / ESFA grants:				
UFSM	-	26,270	26,270	28,196
Pupil premium	-	78,535	78,535	75,508
Others	-	63,839	63,839	62,433
	-	1,027,276	1,027,276	963,541
<b>Other government grants</b>				
Local authority grants	-	141,538	141,538	123,948
Special educational projects	-	-	-	2,713
	-	141,538	141,538	126,661
<b>Exceptional government funding</b>				
Coronavirus job retention scheme grant	-	1,979	1,979	-
Coronavirus exceptional support	-	15,760	15,760	-
Other Coronavirus funding	-	2,701	2,701	-
	-	20,440	20,440	-
Other incoming resources	109,674	9,364	119,038	108,208
<b>Total funding</b>	109,674	1,198,618	1,308,292	1,198,410

The income from funding for educational operations was £1,308,292 (2020: £1,198,410) of which £109,674 was unrestricted (2020: £99,943) and £1,198,618 was restricted (2020: £1,098,467).

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 5 Funding for the Academy trust's educational operations

(Continued)

Following the reclassification in the Academies Accounts Direction 2020/21 of some grants received from the Department for Education and ESFA, the academy trust's funding for Universal Infant Free School Meals and Pupil Premium is no longer reported under the Other DfE Group grants heading, but as separate lines under the Other DfE/ESFA grants heading. The prior year numbers have been reclassified.

The academy trust has been eligible to claim additional funding in year from government support schemes in response to the coronavirus outbreak. The funding received is shown above under "exceptional government funding".

- The academy furloughed some Out of School club staff under the government's CJRS. The funding received of £2k relates to staff costs in respect of 2 staff which are included within note 10 below as appropriate.

- The academy received £15,760 of funding for COVID-19 catch-up premium and costs incurred in respect of this funding totalled £15,760.

- The academy also received other COVID-19 funding of £2,701. Costs incurred in respect of this funding totalled £2,701.

### 6 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Hire of facilities	-	-	-	3,170
Other income	4,368	-	4,368	6,535
	<u>4,368</u>	<u>-</u>	<u>4,368</u>	<u>9,705</u>

The income from other trading activities was £4,368 (2020: £9,705) of which £4,368 was unrestricted (2020: £9,705).

### 7 Investment income

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Short term deposits	25	-	25	164
	<u>25</u>	<u>-</u>	<u>25</u>	<u>164</u>

The income from funding for investment income was £25 (2020: £164) of which £25 was unrestricted (2020: £164).

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 8 Expenditure

	Staff costs £	Non-pay expenditure Premises £	Other £	Total 2021 £	Total 2020 £
Expenditure on raising funds					
- Direct costs	-	-	3,959	3,959	11,656
Academy's educational operations					
- Direct costs	886,097	3,425	149,987	1,039,509	1,076,741
- Allocated support costs	173,782	131,096	106,627	411,505	407,434
	<u>1,059,879</u>	<u>134,521</u>	<u>260,573</u>	<u>1,454,973</u>	<u>1,495,831</u>

The expenditure on raising funds was £3,959 (2020: £11,656) of which £3,959 was unrestricted (2020: £11,656).

#### Net income/(expenditure) for the year includes:

	2021 £	2020 £
Fees payable to auditor for:		
- Audit	5,350	5,200
- Other services	2,635	4,057
Operating lease rentals	5,777	5,777
Depreciation of tangible fixed assets	36,509	33,344
Net interest on defined benefit pension liability	12,000	11,000

### 9 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>Direct costs</b>				
Educational operations	62,040	977,469	1,039,509	1,076,741
<b>Support costs</b>				
Educational operations	68,352	343,153	411,505	407,434
	<u>130,392</u>	<u>1,320,622</u>	<u>1,451,014</u>	<u>1,484,175</u>

The expenditure on charitable activities was £1,451,014 (2020: £1,484,175) of which £130,392 was unrestricted (2020: £103,707), £1,284,113 was restricted (2020: £1,347,124) and £36,509 was restricted fixed assets (2020: £33,344).

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 9 Charitable activities (Continued)

	2021 £	2020 £
<b>Analysis of support costs</b>		
Support staff costs	173,782	188,154
Depreciation	33,084	33,344
Premises costs	88,335	87,401
Other support costs	97,821	87,122
Governance costs	18,483	11,413
	<u>411,505</u>	<u>407,434</u>

### 10 Staff

#### Staff costs

Staff costs during the year were:

	2021 £	2020 £
Wages and salaries	735,252	787,347
Social security costs	58,887	63,893
Pension costs	251,562	269,147
Staff costs - employees	<u>1,045,701</u>	<u>1,120,387</u>
Agency staff costs	14,178	3,603
Total staff expenditure	<u>1,059,879</u>	<u>1,123,990</u>

#### Staff numbers

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

	2021 Number	2020 Number
Teachers	9	9
Administration and support	24	25
Management	3	4
	<u>36</u>	<u>38</u>

#### Higher paid staff

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021 Number	2020 Number
£60,001 - £70,000	-	1



# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 10 Staff

(Continued)

#### Key management personnel

The key management personnel of the Academy trust comprise the Governors and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the Academy trust was £240,584 (2020: £282,891).

### 11 Governors' remuneration and expenses

One or more Governors has been paid remuneration or has received other benefits from an employment with the Academy trust. The Headteacher and other staff Governors only receive remuneration in respect of services they provide undertaking the roles of Headteacher and staff members under their contracts of employment, and not in respect of their services as Governors. Other Governors did not receive any payments, other than expenses, from the Academy trust in respect of their role as Governors.

The value of Governors' remuneration and other benefits was as follows:

S Barnes (Headteacher and trustee - resigned 31 December 2020):

Remuneration £20,000 to £25,000 (2020: £65,000 to £70,000)

Employers pension contributions £5,000 to £10,000 (2020: £15,000 to £20,000)

K Wood (Staff governor and trustee):

Remuneration £40,000 to £45,000 (2020: £40,000 to £45,000)

Employers pension contributions £5,000 to £10,000 (2020: £5,000 to £10,000)

P Taylor (Staff governor and trustee):

Remuneration £15,000 to £20,000 (2020: £25,000 to £30,000)

Employers pension contributions £5,000 to £10,000 (2020: £5,000 to £10,000)

J Bevan (Staff Governor and trustee - appointed Headteacher 1 January 2021):

Remuneration £55,000 to £60,000 (2020: £45,000 to £50,000)

Employers pension contributions £10,000 to £15,000 (2020: £10,000 to £15,000)

J Davies (Staff governor and trustee):

Remuneration £20,000 to £25,000 (2020: £15,000 to £20,000)

Employers pension contributions £nil to £5,000 (2020: £nil to £5,000 )

Other Governors did not receive any payments from the Academy in respect of their role as governors.

During the year no travel and subsistence payments (2020: £nil) were reimbursed to Governors.

Other related party transactions involving the Governors are set out within the related parties note.

### 12 Governors' and officers' insurance

The academy trust has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and providers cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 13 Tangible fixed assets

	Leasehold Land and buildings £	Computer equipment £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>				
At 1 September 2020	1,751,300	47,296	80,422	1,879,018
Additions	-	34,184	1,065	35,249
At 31 August 2021	1,751,300	81,480	81,487	1,914,267
<b>Depreciation</b>				
At 1 September 2020	252,239	47,296	74,085	373,620
Charge for the year	31,020	3,425	2,064	36,509
At 31 August 2021	283,259	50,721	76,149	410,129
<b>Net book value</b>				
At 31 August 2021	1,468,041	30,759	5,338	1,504,138
At 31 August 2020	1,499,061	-	6,337	1,505,398

The net book value of land and buildings comprises:

	2021 £	2020 £
Long leaseholds (over 50 years)	1,468,041	1,499,061

### 14 Debtors

	2021 £	2020 £
VAT recoverable	13,366	8,787
Other debtors	4,629	2,740
Prepayments and accrued income	26,698	21,169
	44,693	32,696

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 15 Creditors: amounts falling due within one year

	2021 £	2020 £
Other loans	1,881	1,881
Trade creditors	58,956	6,606
EFA creditors	835	835
Accruals and deferred income	37,238	49,168
	<u>98,910</u>	<u>58,490</u>

### 16 Creditors: amounts falling due after more than one year

	2021 £	2020 £
Other loans	<u>11,289</u>	<u>13,170</u>
<b>Analysis of loans</b>	<b>2021 £</b>	<b>2020 £</b>
Wholly repayable within five years	13,170	15,051
Less: included in current liabilities	<u>(1,881)</u>	<u>(1,881)</u>
Amounts included above	<u>11,289</u>	<u>13,170</u>
<b>Loan maturity</b>		
Debt due in one year or less	1,881	1,881
Due in more than one year but not more than two years	1,881	1,881
Due in more than two years but not more than five years	5,644	5,643
Due in more than five years	<u>3,764</u>	<u>5,646</u>
	<u>13,170</u>	<u>15,051</u>

Included within other loans is a Salix loan of £13,170 awarded by ESFA for energy efficiency improvements as part of the CIF Heating Replacement project. The loan is repayable over eight years with no interest charged on the loans. Loan repayments started in September 2020.

### 17 Deferred income

	2021 £	2020 £
Deferred income is included within:		
Creditors due within one year	<u>16,021</u>	<u>19,859</u>

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 17 Deferred income

(Continued)

Deferred income at 1 September 2020	19,859	18,100
Released from previous years	(19,859)	(18,100)
Resources deferred in the year	16,021	19,859
<b>Deferred income at 31 August 2021</b>	<b>16,021</b>	<b>19,859</b>

At the balance sheet date the Academy Trust was holding funds received in advance for nursery fees and infant free school meals.

### 18 Funds

	Balance at 1 September 2020 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2021 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	-	858,632	(846,916)	(11,716)	-
UIFSM	9,168	26,270	(35,438)	-	-
Pupil premium	-	78,535	(78,535)	-	-
Other DfE / ESFA grants	-	63,839	(57,832)	-	6,007
Other government grants	-	161,978	(161,978)	-	-
Other restricted funds	9,448	32,446	(21,414)	(19,303)	1,177
Pension reserve	(728,000)	-	(82,000)	(158,000)	(968,000)
	<u>(709,384)</u>	<u>1,221,700</u>	<u>(1,284,113)</u>	<u>(189,019)</u>	<u>(960,816)</u>
<b>Restricted fixed asset funds</b>					
Inherited on conversion	1,499,061	-	(31,020)	-	1,468,041
DfE group capital grants	(10,677)	6,498	(1,548)	(4,617)	(10,344)
Capital expenditure from GAG	1,963	-	(2,388)	16,333	15,908
Private sector capital sponsorship	-	-	(1,553)	18,916	17,363
	<u>1,490,347</u>	<u>6,498</u>	<u>(36,509)</u>	<u>30,632</u>	<u>1,490,968</u>
<b>Total restricted funds</b>	<u>780,963</u>	<u>1,228,198</u>	<u>(1,320,622)</u>	<u>(158,387)</u>	<u>530,152</u>
<b>Unrestricted funds</b>					
General funds	<u>169,398</u>	<u>114,392</u>	<u>(134,351)</u>	<u>387</u>	<u>149,826</u>
<b>Total funds</b>	<u>950,361</u>	<u>1,342,590</u>	<u>(1,454,973)</u>	<u>(158,000)</u>	<u>679,978</u>

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### 18 Funds

(Continued)

Under the funding agreement with the Secretary of State, the academy trust was not subject to a limited on the amount of GAG that it could carry forward at 31 August 2021.

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

General Annual Grant must be used for the normal running expenses of the School and any amounts carried forward at the end of a financial period must be used in accordance with the terms of the Funding Agreement.

Other DfE/EFA grants comprise additional funding received for the furtherance of education, which must be used in accordance with the specific terms of each grant.

Other government grants includes LEA funding for Special Educational Needs of £40,046 which was fully expended in the period, LEA funding for Nursery provision of £100,251, which was fully expended in the period and also other LEA funding including Looked After Children of £1,235 which was fully expended in the period. Also included is funding for Covid-19, including catch-up premium, emergency funding and coronavirus job retention scheme grants of £20,441, which have been fully expended in the period.

Other restricted funds include contributions received for school trips and non public donations and the related expenditure.

The pension reserve represents the value of the School's share of the deficit in the Local Government Pension Scheme. The value of the deficit inherited in conversion was £144,000, and had risen to £968,000 at 31 August 2021.

Restricted fixed asset funds include assets inherited on conversion and expenditure out of GAG and other capital grants during the period. Depreciation is charged against the funds.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 18 Funds

(Continued)

Comparative information in respect of the preceding period is as follows:

	Balance at 1 September 2019 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2020 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	49,626	797,404	(947,325)	100,295	-
Other DfE / ESFA grants	11,523	166,137	(168,492)	-	9,168
Other government grants	-	126,661	(126,661)	-	-
Other restricted funds	19,829	8,265	(18,646)	-	9,448
Pension reserve	(577,000)	-	(86,000)	(65,000)	(728,000)
	<u>(496,022)</u>	<u>1,098,467</u>	<u>(1,347,124)</u>	<u>35,295</u>	<u>(709,384)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	1,530,436	-	(31,375)	-	1,499,061
DfE group capital grants	(8,295)	5,772	(1,548)	(6,606)	(10,677)
Capital expenditure from GAG	162	-	(421)	2,222	1,963
	<u>1,522,303</u>	<u>5,772</u>	<u>(33,344)</u>	<u>(4,384)</u>	<u>1,490,347</u>
<b>Total restricted funds</b>	<u>1,026,281</u>	<u>1,104,239</u>	<u>(1,380,468)</u>	<u>30,911</u>	<u>780,963</u>
<b>Unrestricted funds</b>					
General funds	<u>268,987</u>	<u>111,685</u>	<u>(115,363)</u>	<u>(95,911)</u>	<u>169,398</u>
<b>Total funds</b>	<u>1,295,268</u>	<u>1,215,924</u>	<u>(1,495,831)</u>	<u>(65,000)</u>	<u>950,361</u>

### 19 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2021 are represented by:</b>				
Tangible fixed assets	-	-	1,504,138	1,504,138
Current assets	149,826	104,213	-	254,039
Creditors falling due within one year	-	(97,029)	(1,881)	(98,910)
Creditors falling due after one year	-	-	(11,289)	(11,289)
Defined benefit pension liability	-	(968,000)	-	(968,000)
<b>Total net assets</b>	<u>149,826</u>	<u>(960,816)</u>	<u>1,490,968</u>	<u>679,978</u>

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 19 Analysis of net assets between funds

(Continued)

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2020 are represented by:</b>				
Tangible fixed assets	-	-	1,505,398	1,505,398
Current assets	169,398	75,225	-	244,623
Creditors falling due within one year	-	(56,609)	(1,881)	(58,490)
Creditors falling due after one year	-	-	(13,170)	(13,170)
Defined benefit pension liability	-	(728,000)	-	(728,000)
<b>Total net assets</b>	<b>169,398</b>	<b>(709,384)</b>	<b>1,490,347</b>	<b>950,361</b>

### 20 Pension and similar obligations

The Academy trust'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 Hymans Robertson LLP. Both are multi-employer defined benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2016, and that of the LGPS related to the period ended 31 March 2019.

Contributions amounting to £nil (2020: £nil) were payable to the schemes at 31 August 2021 and are included within creditors.

#### Teachers' Pension Scheme

##### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for teachers in academies. All teachers have the option to opt out of the TPS following enrolment.

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary. These contributions are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

##### Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019.

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 20 Pension and similar obligations

(Continued)

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% employer administration charge)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million
- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2023.

The employers pension costs paid to the TPS in the period amounted to £102,729 (2020: £106,890).

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

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The Academy trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Academy trust 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 contributions are as noted below. The agreed contribution rates for future years are % for employers and % 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.

Total contributions made	2021 £	2020 £
Employer's contributions	69,000	77,000
Employees' contributions	16,000	18,000
Total contributions	85,000	95,000
Principal actuarial assumptions	2021 %	2020 %
Rate of increase in salaries	3.7	3.0
Rate of increase for pensions in payment/inflation	2.9	2.2
Discount rate for scheme liabilities	1.7	1.7



# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 20 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:

	2021 Years	2020 Years
Retiring today		
- Males	20.5	20.5
- Females	23.3	23.1
Retiring in 20 years		
- Males	21.9	22.0
- Females	25.3	25.0

The following schedule provides an analysis of the sensitivity of results of the calculations to changes in the actuarial assumptions used. Scheme liabilities would have been affected by changes in assumptions as follows:

	2020 Approximate monetary increase to Defined Benefit Obligation £000	2019 Approximate monetary increase to Defined Benefit Obligation £000
<b>Change in assumptions:</b>		
0.5% decrease in real discount rate	221	195
0.5% increase in the salary increase rate	20	28
0.5% increase in the pension increase rate	198	162

#### The Academy trust's share of the assets in the scheme

	2021 Fair value £	2020 Fair value £
Equities	951,000	719,000
Bonds	201,000	169,000
Cash	94,000	95,000
Property	94,000	74,000
<b>Total market value of assets</b>	<b>1,340,000</b>	<b>1,057,000</b>

The actual return on scheme assets was £216,000 (2020: £6,000).

#### Amount recognised in the statement of financial activities

	2021 £	2020 £
Current service cost	139,000	152,000
Interest income	(19,000)	(18,000)
Interest cost	31,000	29,000
<b>Total operating charge</b>	<b>151,000</b>	<b>163,000</b>

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

20 Pension and similar obligations	(Continued)	
Changes in the present value of defined benefit obligations	2021	2020
	£	£
At 1 September 2020	1,785,000	1,550,000
Current service cost	139,000	152,000
Interest cost	31,000	29,000
Employee contributions	16,000	18,000
Actuarial loss	355,000	53,000
Benefits paid	(18,000)	(17,000)
At 31 August 2021	2,308,000	1,785,000
Changes in the fair value of the Academy trust's share of scheme assets		
	2021	2020
	£	£
At 1 September 2020	1,057,000	973,000
Interest income	19,000	18,000
Actuarial (gain)/loss	197,000	(12,000)
Employer contributions	69,000	77,000
Employee contributions	16,000	18,000
Benefits paid	(18,000)	(17,000)
At 31 August 2021	1,340,000	1,057,000
21 Reconciliation of net expenditure to net cash flow from operating activities		
	2021	2020
	£	£
Net expenditure for the reporting period (as per the statement of financial activities)	(112,383)	(279,907)
Adjusted for:		
Capital grants from DfE and other capital income	(6,498)	(5,772)
Investment income receivable	(25)	(164)
Defined benefit pension costs less contributions payable	70,000	75,000
Defined benefit pension scheme finance cost	12,000	11,000
Depreciation of tangible fixed assets	36,509	33,344
(Increase)/decrease in debtors	(11,997)	9,322
Increase/(decrease) in creditors	40,420	(239,824)
Net cash provided by/(used in) operating activities	28,026	(397,001)

# HARWOOD MEADOWS COMMUNITY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 22 Analysis of changes in net funds

	1 September 2020 £	Cash flows £	31 August 2021 £
Cash	211,927	(2,581)	209,346
Loans falling due within one year	(1,881)	-	(1,881)
Loans falling due after more than one year	(13,170)	1,881	(11,289)
	<u>196,876</u>	<u>(700)</u>	<u>196,176</u>

### 23 Long-term commitments, including operating leases

At 31 August 2021 the total of the Academy trust's future minimum lease payments under non-cancellable operating leases was:

	2021 £	2020 £
Amounts due within one year	5,777	5,777
Amounts due in two and five years	3,508	9,285
	<u>9,285</u>	<u>15,062</u>

### 24 Related party transactions

GT Harvey T/A Class Act, a business owned by G T Harvey, a Governor, invoiced the Academy a total of £2,862 (2020: £8,127) for drama lessons in the period. There were no amounts outstanding at 31 August 2021 (2020: £nil). The contract with the Governor was entered into prior to 7 November 2013 and therefore the 'at cost' requirement does not apply to this transaction. The Governors are satisfied that the service being provided is good value for money.

### 25 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 or she is a member, or within one year after he or she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he or she ceases to be a member.