

Company Registration No. 07999942 (England and Wales)

**ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**  
**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2019**



# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **CONTENTS**

---

	<b>Page</b>
Reference and administrative details	1
Trustees' report	2 - 17
Governance statement	18 - 21
Statement on regularity, propriety and compliance	22
Statement of Trustees' responsibilities	23
Independent auditor's report on the financial statements	24 - 26
Independent reporting accountant's report on regularity	27 - 28
Statement of financial activities including income and expenditure account	29 - 30
Balance sheet	31
Statement of cash flows	32
Notes to the financial statements including accounting policies	33 - 52

---

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## REFERENCE AND ADMINISTRATIVE DETAILS

---

### Trustees

Rev W Britt  
A Matthews (Co-Chair of Governors)  
A Clarey  
D Flanagan  
S Bishop (Accounting Officer)  
R Thornley (Co-Chair of Governors)  
S Steptoe  
J Braithwaite  
S Crone (Chair of Resources Committee)  
E Garside  
J Welch  
M Jarvis

### Members

J Street  
R Thornley  
J White  
The Venerable Dave Middlebrook

### Senior leadership team

S Bishop	- Headteacher
M Elliott	- KS2 Team Leader
J Welch	- KS1 Team Leader
K Pauttullo	- Foundation Stage Team Leader
D Flanagan	- School Manager

### Company registration number

07999942 (England and Wales)

### Registered office

Rook Tree Lane  
Stotfold  
Hitchin  
Herts  
SG5 4DL

### Independent auditor

Wilkins Kennedy Audit Services  
5 Yeomans Court  
Ware Road  
Hertford  
Hertfordshire  
SG13 7HJ

### Bankers

Lloyds TSB Bank PLC  
1 Bancroft  
Hitchin  
Herts SG5 1JG

### Solicitors

Browne Jacobson LLP  
44 Castle Gate  
Nottingham  
NG1 7BJ

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 AUGUST 2019*

---

The Trustees present their annual report together with the consolidated financial statements and independent auditor's report of the charitable company for the period 1 September 2018 to 31 August 2019. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the company's Memorandum and Articles of Association, applicable laws and 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 published on 16th July 2014 (FRS 102).

The Academy Trust operates an academy for pupils aged 4 to 9 serving a catchment area in Stotfold, Hertfordshire and the surrounding areas.

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

##### Constitution

The Academy Trust 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 Trust.

The trustees of St Mary's Church of England Academy, Stotfold are also the directors of the charitable company for the purposes of company law. Details of the Trustees who served during the year, and to the date these financial statements are approved, 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.

##### Trustees' indemnities

In accordance with the Articles of Association, subject to the provisions of the Companies Act 2006 every Trustee or other office of the Company and every member of any Local Governing Body and/or Advisory Body (in so far as necessary) shall be indemnified out of the assets of the Company against any liability incurred by him in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default breach of duty or breach of trust in relation to the affairs of the Company.

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

---

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

Under the terms of its Articles, the Academy Trust shall have the following Governors:

- Three Foundation Governors, however the Incumbent shall be treated for all purposes as an ex-officio Foundation Governor. Further Foundation Governors may be appointed having received i) a nomination from the Parochial Church Council of the Parish and for the second, having received a nomination from the Diocesan Board of Education. The total number of Foundation Governors will not exceed 25% of the total number of Governing Body.
- The Head Teacher shall be treated for all purposes as being an ex-officio Governor
- Staff Governors may be appointed by the Members through such process as they determine, provided that the total number of staff Governors, including the Head Teacher does not exceed one third of the total number of the Governing Body.
- Parent Governors shall be elected by parents of the registered pupils of the Academy. Any election of Parent Governors which is contested shall be held by secret ballot. In appointing a Parent Governing the Governing Body shall appoint a person who is the parent of a registered pupil at the Academy; or where it is not reasonably practical to do so, a person who is the parent of a child of compulsory school age. If the number of nominations is less or equal to the number of vacancies they will be appointed by the Governing Body uncontested.

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

During the year under review the Full Governing Body met 5 times (including the AGM) and there were 6 committee meetings. The training and induction provided for new Governors depends on their previous experience. All new Governors are given a tour of the school and the chance to meet with staff and students. All Governors are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they need to undertake their role as Governors. New Governors usually attend an Induction course provided by Central Bedfordshire Council and have access to a full programme of courses which they will choose to attend, based on their role and experience.

#### Principal Activities

The Academy Trust's principal object and activity has been to manage the provision of education to pupils between the ages of 4 and 9 years of age. Also to develop a school with a designated Church of England religious character, offering a broad and balanced curriculum conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship (as required by the Funding Agreement) and in having regard to the advice of the Diocesan Board of Education.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

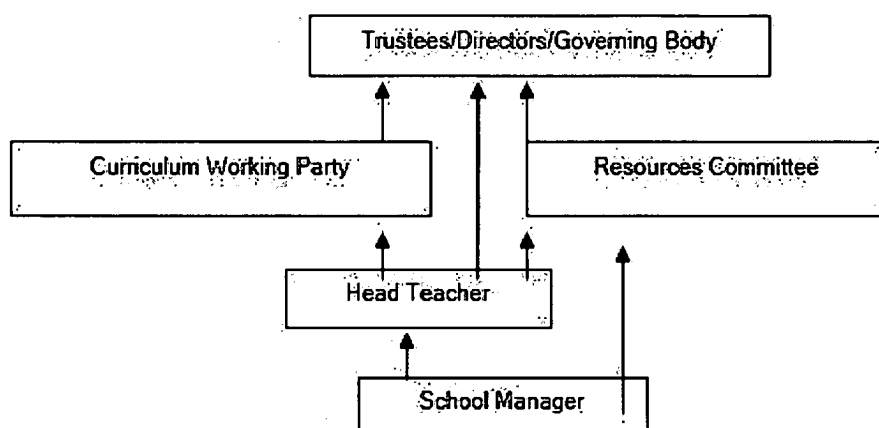
**FOR THE YEAR ENDED 31 AUGUST 2019**

### Organisation structure

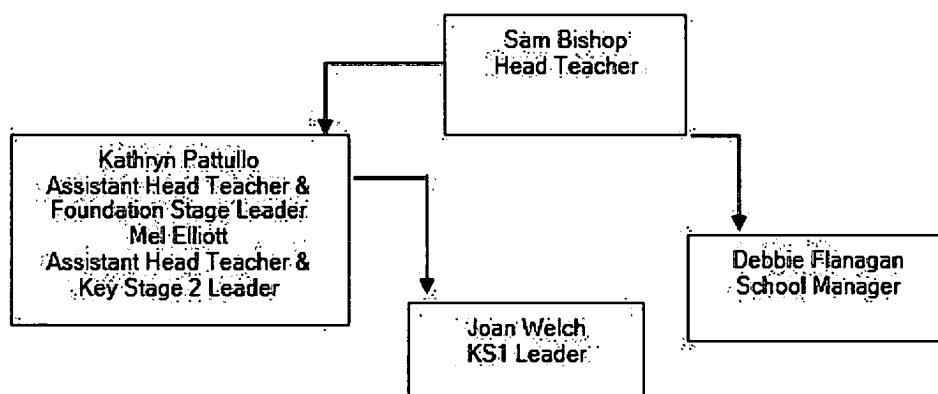
The board of trustees of St Mary's Church of England Academy, Stotfold is constituted under the memorandum and articles of association. The board of trustees is responsible for ensuring high standards of corporate governance are maintained.

The Trustees are responsible for the strategic direction of the Academy, setting policy and agreeing the annual budget. Trustees are also responsible for monitoring the work of the Academy and ensuring the objectives of the academy are achieved.

### **ACADEMY RESPONSIBILITY CHART**



### **ACADEMY LEADERSHIP TEAM**



The academy has defined the responsibilities of each person involved in the administration of academy finances to avoid the duplication or omission of functions and to provide a framework of accountability for governors and staff.

The Trustees/Governing Body have overall responsibility for the administration of the academy's finances. The main responsibilities of the governing body are prescribed in the Funding Agreement between the Academy and DFE and the academy's scheme of government. The main responsibilities include:-

- Ensuring that grants from the DFE are used only for the purposes intended;
- Ensuring that funds from sponsors are received according to the academy's Funding Agreement and are used only for the purposes intended;
- Approval of the annual budget;
- Appointment of the Head Teacher and
- Appointment of senior staff (i.e. Assistant Head, Finance Manager etc), in conjunction with the Head Teacher.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### **Financial Delegation**

The following financial delegations are currently in place.

KEY					
Full Governing Body only	1				
Governing Body with advice from Headteacher	2				
Head Teacher within	3				
Head Teacher / other staff	4				
		1	2	3	4
Appointment of Head Teacher		√			
Appointment of Assistant Head Teacher/Finance Manager			√		
Appointment of other senior staff			√		
Approve formal Budget each year		√			
Investigate financial irregularities (Head suspected)		√			
Investigate finance irregularities (others suspected)			√		
Enter into contracts up to £9,999				√	
Enter into contracts over £10,000			√		
Make payments for goods and services					√
Staff pay structure/increments (not Head)			√		
Determine dismissal payment/early retirement			√		
Set premises charging and remissions policy			√		
Ensure provision of free school meals for those meeting criteria				√	

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

---

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

The following is part of the Pay Policy for St Mary's CE Academy, Stotfold

#### The Leadership Group

1. At the time of appointing a new Head or Deputy Head teacher, the Governing Body (or nominated representatives) will have regard to the requirements of the School Teachers' Pay and Condition Document in respect of an appropriate starting salary.
2. The Governing Body (or nominated representatives) will determine the starting salary to be paid to the Head in accordance with the appropriate range for the group size of school. The salary range for a group 2 school and the scale for the Head teacher are attached to this policy. The scale for any deputy and assistant Head teachers are also attached. The Head, Deputy or Assistant Head teacher will not be paid below the starting salary on the appropriate range or ISR during the time of his or her appointment to the school. In determining the starting salary, the Governing Body (or nominated representatives) will have regard to the criteria set out in the School Teachers' Pay and Conditions Document.
3. When conducting the annual review of the pay of the Head, Deputy or Assistant Head teacher, the Resources Committee on Pay will take into account the performance of the member of staff against the performance criteria determined as part of the appraisal arrangements. The Resources Committee will consider whether there has been a sustained high quality of performance. Pay progression on the Leadership Group pay scale is not automatic and is subject to an annual review of performance (see paragraph 7 above).
4. The Resources Committee on Pay will take decisions in accordance with the principles contained within the School's policy on appraisal. The salary range for the Head teacher and individual salary ranges for Deputy and Assistant Head teachers will reflect the job weight (as evidenced by the job description), and issues such as the incidents of free school meals, special needs and the ethnic background of children attending the school. The ranges will be reviewed whenever it is necessary to advertise the post, when there is a significant change in the responsibilities of the post (such as a school reorganisation) or, in the case of the Head teacher, a change of group number. The deputy Head teacher and assistant Head teachers will be placed on five consecutive pay points identified by the governing body. The maximum salary available to the deputy will be lower than the minimum for the post of Head teacher; the maximum on the deputy scale will be higher than the maximum available to the assistant teachers.
5. The remuneration paid to the head teacher as a result of determination of the ISR will cover the head teacher's full role as set out in Part 9 of the Document including any permanent appointment for the responsibility for more than one school. The following matters no longer form part of the determination of the salary scale and are dealt with as discretionary payments (see below):-
  - schools causing concern;
  - difficulties filling a vacant head teacher post;
  - difficulties retaining the current head teacher; and
  - temporary appointment as a head teacher of more than one school.
6. Any discretionary payments in addition to the salary arising from the head teacher's point on the salary scale will only be made in accordance with the factors in paragraph 9(5) above. The total of all discretionary payments made to a head teacher in respect of any school year must not exceed 25 percent of the amount which corresponds to that individual's point on their ISR for that year. All discretionary payments received in relation to the role as a head teacher count towards the limit (with the exception of relocation expenses where it is the policy of the governors to pay such expenses).



# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

---

7. The governing body will have oversight of a head teacher's entire role and any paid responsibilities attached to the role. This will ensure that the governing body can take a fully informed decision about the appropriate remuneration for the head teacher and any consequential implications for the pay of other staff who may be taking on additional responsibilities in the absence of the head.
8. It will be wholly exceptional to make discretionary payments which exceed the limit of 25 percent of the amount that corresponds to the head teacher's point on the ISR in any given year. If it is considered that there are exceptional circumstances that warrant a payment in excess of the limit the pay committee must make a business case for the payment to the full governing body. The governing body is required to seek external independent advice from an appropriate person or body who can consider the provisions of the Document and whether they have been properly applied to the head teacher's pay before making a decision on whether it is justifiable to exceed the limit in the circumstances of the particular case. There must be a clear audit trail for any advice given to the governing body and a full and accurate record of all decisions made by the governing body including the reasons for the decisions.
9. Where a permanent head teacher and governing body agree to take on significant additional responsibility for extended services on their site and the head teacher is directly accountable to the Council or a Children's Trust, the governing body has the discretion to take this into account when setting the salary scale. Any uplift in pay should be proportionate to the level of responsibility and accountability undertaken. The governing body will also have regard to the remuneration of other teachers who may take on additional responsibility in the absence of the head teacher. The DfE advice makes it clear however that there is a difference between "having an interest in" the quality of a service located on the school site and being "responsible and/or accountable" for that service. "Interest in" is seen as part of the head teachers core role and responsibilities and would not, therefore, attract a salary uplift.

#### **Provision of Services to other Schools**

1. Any services provided by the head teacher of one school to another school must be authorised formally by the governing body and where the work extends over more than a 12 month period, the agreement of the governing body must be formally reviewed on an annual basis. The governing body will also agree arrangements for terminating such work.
  2. Before such work is undertaken the governing body and the head teacher must take into account:-
    - the needs of the school and its pupils;
    - the benefits the activity would bring to the school;
    - the impact of any absence on other staff, including on their workload, and
    - the workload and worklife balance of all the individuals concernedthe Governing Body will satisfy itself that the above matters have been fully considered by the school leadership team.
  3. Arrangements for payment for external work, including any personal remuneration, must be clearly stated and formally incorporated into a protocol by the governing body (or the relevant committee) and all decisions minuted with reasons.
  4. The disposition of any payment, including personal remuneration, for external services must be agreed in advance in accordance with the determinations of the governing body. The terms of such an agreement must be set out in a memorandum signed by the chair of governors and the head teacher and any other members of staff involved.
  5. Any income derived from external sources for the work of schools staff should accrue to the school. The governing body will decide whether it would be appropriate for individual members of staff to receive additional remuneration for these activities and, if so, determine the appropriate amount.
  6. The governing body will ensure that any expenses incurred by the individuals as a result of taking on additional work are reimbursed (unless they are accounted for elsewhere).
-

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

---

#### Related parties and other connected charities and organisations

St Mary's CE Academy has an active Parents Association which raises funds for additional resources and specific projects for the school. The Association have their own committee and arrange independent monitoring each year.

Related party relationships are available from our website under Governors.

Related party transactions are disclosed within the notes to the financial statements.

#### **Objectives and activities**

##### Objects and aims

The Academies Trust Object is specifically restricted to the following: to advance for the public benefit education in the United Kingdom, in particular with not without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school with a designated Church of England religious character offering a broad and balance curriculum (the Academy) conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship (as required by the Funding Agreement) and in having regard to the advice of the Diocesan Board of Education.

#### **Priority One: Quality of Education**

##### **Targets**

- To continue to review the foundation curriculum to ensure progression and curriculum coverage
- To further develop assessment across the curriculum
- To improve the quality and accuracy of the assessment of writing
- To maintain the high end of year outcomes for Yr 2 & Yr 4 pupils.
- Increase Yr 1 % at ARE in reading, writing & maths from end of Foundation Stage.
- Increase attainment and progress for low ability, Pupil Premium & summer born groups, closing the gap through the year.
- Track GLD children in Yr 1 & Yr 2 to ensure they are on target to achieve expected levels by the end of KS1.

##### **Success Criteria**

- Curriculum plans are in place, followed and show clear progression in subjects across the school
- Foundation subjects are regularly assessed and monitored by subject leaders
- Writing assessment is accurate and teachers are confident in their assessments
- End of year outcomes remain above LA & National levels.
- Yr 1 % at ARE increased from end of Foundation Stage
- Attainment gap vulnerable groups has closed over the year.
- GLD children attain expected end of year levels in KS1.

##### **Actions**

- Staff meetings are held to review the foundation curriculum. Further staff meetings are used as release time for subject leaders to fulfil their roles.
- All subject leaders have an action plan.
- Involvement with Cluster Writing Group (led by SB) to further develop ways to support progress in writing
- Use 'Comparative Judgement' as an assessment tool for assessing writing more effectively
- Interventions are in place, including using TA for targeted Pupil premium support in Early years / Yr 1
- Pupil progress meetings are held half termly (new format to ensure fewer workload pressures)

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

---

#### **Priority Two: Leadership & Management**

##### **Targets**

- To further develop the role of curriculum leaders to ensure high quality curriculum provision and outcomes across the school
- To develop transition links with the local pyramid of schools, ensuring high quality transition for our pupils
- To ensure safeguarding reporting & monitoring procedures are highly effective
- To review & update the school vision

##### **Success Criteria**

- Curriculum leaders have clearly defined roles and responsibilities
- Curriculum leaders have a good understanding of their subject across the school
- Transition links are smooth and well-established
- Safeguarding procedures are embedded
- School vision is reviewed, updated and communication to all stakeholders

##### **Actions**

- Write clear job descriptions for the role of subject leader
- Staff meeting time used for subject leader roles - report back to SLT following book scrutiny etc
- Transition group meetings are attended to forge links with local pyramid
- CPOMS is rolled out to all teaching staff & TAs
- Ethos committee to work on finding Bible quotes to add to the school vision
- Stakeholder meeting to review & update school vision

#### **Priority Three: Personal Development**

##### **Targets**

- SIAMS – Develop opportunities for spontaneous prayer & reflection
- SIAMS – To further embed the Christian Distinctiveness of the school, in line with the SIAMS framework
- To ensure staff and pupil well-being is high priority  
To ensure the new Sex & Relationships Education curriculum is fully implemented

##### **Success Criteria**

- Children using opportunities for spontaneous prayer and reflection
- Emotional well-being is of a high standard for children and staff, monitored and reviewed by SLT
- SRE curriculum is in place ready for September 2020

##### **Actions**

- Research approaches to prayer & reflection. Feedback to staff and trial ideas.
- Ethos Committee to monitor Christian Distinctiveness
- SB to attend new SIAMS framework training & develop an action plan following this
- Implement Diocese Lent 2020 project 'God in this place'
- SLT to monitor workload – through staff discussion / staff meetings / staff forum
- Pupil EWB champions are set up
- Continue to use LA Emotional Wellbeing toolkit to audit current provision & follow the action plan
- Trial new SRE plans across the school, review & evaluate
- Introduce specific PSHE afternoons termly to support SRE curriculum coverage

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

---

#### **Priority Four: Behaviour & Attitudes**

##### **Targets**

- To further development opportunities for children to be physically active

##### **Success Criteria**

- Children to have greater engagement with physical activity
- Positive attitudes to physical activity to improve

##### **Actions**

- Hold a skipping workshop. Following PE lessons to build on skills learnt during the workshop
- Skipping ropes to be provided for playtimes
- Run lunchtime clubs, facilitated by premier Sport, to target specific groups eg; gross motor skills, reluctant PE groups, more able...

##### **Public benefit**

St Mary's CE Academy Stotfold is an Academy converter catering for children aged 4 to 9 years of age and strives to promote and support the advancement of education within the Stotfold area. The school provides an extensive programme of educational and recreational activity - all designed to contribute to the overall education of our students in areas such as academic distinction, music, the arts and sport. For example:-

- Academy Staff run a number of Clubs for the benefit of the children which includes Netball, Keep Fit, Ocarina, Art, Film, Allotment, Choir to name a few.
- Premier Sport supports the curriculum with many sports including football, rugby, hockey, tennis, gymnastics and ball skills. Children take part in tournaments alongside other local schools.
- Year 4 children have six weeks of swimming lessons at Saxon Pool in Biggleswade.
- A breakfast tennis club is run two mornings each week.
- A Spanish Teacher teaches the children Spanish one evening each week.
- Redborne Sports Partnership organise many sporting events for local schools, provide support and arrange tournaments.
- An ex-parent, Steve Darlow organises Cricket Club each summer term which culminates in cricket finals and a tournament.
- The children sing at some local Church services and to groups related to them.
- The children take part in activities at Stotfold Watermill annual open weekend.
- We organise Stotfold Festival; a week of activities in June each year where organisations and groups hold activities and open events to raise awareness and funds for their causes. The week ends with Stotfold Festival Fete where the community comes together to provide an afternoon of traditional village fete style entertainment and activities which raises funds for a selected Charity.
- Inspiring Music and Bedfordshire Music Service come in to teach children to play instruments such as African drums, ukulele and violin.

Wherever possible the school aims to contribute to the benefit of the wider public, by making available the premises to third parties for the provision of educational and other opportunities. For example:-

- Premier Sport have previously used the facilities during some holidays to provide sporting activities for children.
- The Churches Together Group use the school for a week in the summer holiday to run Stotfold Christian Holiday Club which is open to all children of the local community.
- The School Council invite local senior citizens of Stotfold in for termly coffee and activity mornings.

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees believe that the Academy Trust's aims, together with the activities outlined above, are demonstrably to the public benefit.

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **Strategic report**

#### **Achievements and performance**

**Our achievements this year include the following:**

- The academy achieved an 'Outstanding' SIAMS (Statutory Inspection of Anglican and Methodist Schools) grade in April 2018 – recognition of our excellent practice as a church school. We have continued to build on this achievement.
- Good Year 4 Assessment results, particularly the improvement in writing (increased by 20%).
- Year 2 SATs results were excellent; above National and Local Averages due to the excellent additional work undertaken by KS1 staff. Higher percentages at 'Greater Depth' were also achieved than in 2018.
- Pleasing Year 1 Phonics results, in line with National and Local Averages, particularly as this cohort achieved below expected levels at the end of Foundation Stage the previous year.
- A very successful Creative Arts Week.
- Other special events our annual Personal, Social, Health and Citizenship Education (PSHCE) Day, our Harvest Festival AND 'Passion Play' at Easter in the church.
- Involvement in Stotfold events and the co-ordination and involvement in Stotfold Festival.
- Musical activities included Whole School Concerts at Christmas and in the Summer, both raising significant funds for charity.
- KS2 children undertaking a six week block of African Drumming lessons.
- The choir has also performed at local churches and events.
- Great sporting success, and involvement in many sports events.
- Many successful Liaison events with local schools.
- Visits by various year groups to Stotfold Mill, Rock UK Outdoor Activity Centre, Hazard Alley and various whole year group trips were undertaken.
- The School Council organised many events, including Coffee Mornings/Afternoons for local Senior Citizens.
- The SMSA organised many successful events, raising funds for many school activities and initiatives including the purchase of i-pads and laptops.
- Over £9,000 was raised for various charities including Children In Need, the Royal British Legion, British Heart Foundation, Macmillan, Comic Relief, etc and as mentioned above, our organisation of Stotfold Festival Fete enabled over £1,500 to be forwarded to the local charities.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

---

#### Key performance indicators

The Academy measures its success partly through a series of performance indicators. These indicators comprise:

- Academy popularity/admissions
- SATS results and other indicators of student progress
- Staff performance management
- Financial health
- Staff turnover
- SIP report
- Self evaluation

To ensure standards are continually raised, the Academy:

- Operates a programme of lesson observations
- Carries out Half Termly pupil progress meetings
- Operates a programme of learning walks / drop ins regularly
- Operates a programme of performance management / appraisal reviews for Teachers and support staff
- Tracks and tackles underachievement as indicated by a number of measures (for example, by ongoing data analysis at class, year, and key stage levels)
- Employs an external adviser (SIP)
- School Development Plan
- Critical friend Governor challenges and enquiries at FGB meetings, evidence within FGB minutes
- Self Evaluation Document

Our primary objective for 2018-19 was for our children to attain above national figures for reading, writing and mathematics across the school, but specifically to raise the percentage of children achieving a 'Good level of development (GLD) at the end of Foundation Stage.

Our end of Foundation Stage GLD results for 2018 were below local and national levels. This was identified as a major priority and strategies were put in place to improve these results. Actions taken included:

- Detailed analysis of 2018 GLD results to identify areas of weakness.
- An action plan to address identified weaknesses
- Developed use of assessment
- Rigorous monitoring of teaching and data analysis to track pupil attainment and progress
- Differentiated planning and group teaching

A programme of intervention to support children at risk of not meeting age related expectations, particularly those just below expected levels of attainment

The impact of these actions ensured that the GLD results in 2019 were significantly improved from the previous year, and were above both local and national averages.

	2018 Result	2019 Result
Foundation Stage GLD	65%	73%

Work across the school has focussed on improving attainment and progress to exceed local and national averages. Staff have developed their use of assessment to inform their planning to great effect. An established programme of monitoring and evaluation of teaching, learning and planning has ensured that children are making at least expected progress.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### Foundation Stage 2019

	Good Level of Development (GLD)
St. Mary's 2019	73%
Local Authority 2019	72%
National 2018	71%

### Yr 1 Phonics

	% passed
St. Mary's 2019	83%
Local Authority 2019	82%
National 2018	82%

### Yr 4 Results 2019

	St Mary's		Local Authority	
	% of pupils working at expected standard or greater depth	% of pupils working at greater depth	% of pupils working at expected standard or greater depth	% of pupils working at greater depth
Reading	91%	23%	82%	37%
Writing	84%	27%	73%	25%
Maths	82%	36%	78%	30%

### Key Performance Indicators

The Governors consider that the following are key performance indicators for the Academy Trust:

- Pupils numbers (leading directly to the Education and Skills Funding Agency ("ESFA") funding level);
- General financial stability - aim for income to match expenditure each year;
- Percentage of income received from ESFA spent on total staff costs;
- Income per pupil;
- Staff costs as a percentage of grant income;
- Staff costs as a percentage of total costs;
- Ofsted inspection results; and
- Capital expenditure per pupil.

The Governors have been pleased that expectations for all key performance indicators listed have been successfully met during the period.

The Governors receive regular monitoring reports which are reviewed and discussed at the Resources Committee. Continual assessment against policies, aims and financial budgets is undertaken to ensure effective management of grants and funds received.

As funding is based on pupil numbers this is a key performance indicator. Pupil numbers for 2018-19 were 255, St Mary's CE Academy is a popular school and with the continual expansion of Stotfold now starting in the St Mary's catchment area, our numbers are likely to increase significantly.

Another key financial performance indicator is staffing costs as a percentage of total pupil based income. For 2018/19 this was 90%. This is high because the staff costs include £53K of costs from the SMASH club which is funded by parents and also catering costs of £85K, which are partially offset by £39K received from a local school.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

With regards to pupil numbers, St Mary's CE Academy successfully applied to the Secretary of State for an increase in capacity from 240 to 300 pupils. Our staffing costs have risen due to our committed staff's longevity. We are mindful of these costs and additionally of the value that our staff bring by ensuring our excellent results year on year. The Governing Body understand the need to monitor these costs and have a fluid three year projection to ensure that the staff can continue to deliver an outstanding education for the pupils by building an effective team to achieve our goals and aspirations while keeping a watchful eye on these costs.

There is an ongoing increase in numbers of pupils entering St Mary's CE Academy with more complex needs and this has required that these needs must be cared for to ensure that the children thrive. The Governing Body are mindful of this and we are securing additional funding where we can, employing additional staff and developing our staff's skills to support the pupil's needs.

### Going concern

After making appropriate enquiries, the Board of Trustees 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 Trustees continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the statement of accounting policies.

### **Financial review**

The principal source of funding for St Mary's Church of England Academy, Stotfold's income is the General Annual Grant from the Education and Skills Funding Agency

For the year ended 31st August 2019, the academy received £1,145,498 of GAG and other government funding. The trust also received £175,814 from trading activities such as school meals, the After School Hours Club and recharge of costs reclaimed from other site users.

Of the GAG and specific child related income received, the greatest proportion is spent on wages and salaries and support costs to deliver the primary objective of the Academy which is educating the children.

### Reserves policy

Under our Funding Agreement with the Secretary of State for Education, St Mary's is no longer subject to a restriction of the General Annual Grant that can be carried forward.

The reserves policy is divided between restricted and unrestricted reserves. Restricted reserves are held for specific projects and purposes and unrestricted reserves are to deal with emergencies and unplanned for events including the current ongoing reduction in pupil funding. Unrestricted reserves should be sufficient to cover at least one month's running costs of the Academy.

The balance of restricted reserves excluding the fixed asset and pension reserve at 31st August 2019 is £40 and the Unrestricted Reserve balance (total free reserves) as at the same date £248k. The average monthly running cost of the Academy is £119k. The additional Unrestricted Reserves are earmarked to cover the uncertainties in government funding alongside ever increasing staff costs. The school building is currently in good repair but a programme of maintenance and redecoration is in progress.

As with other Academies and Local Authorities, our share of the Local Government Pension Scheme is in deficit and this amounted to £831,000 as at 31st August 2019.

### Investment policy and powers

The Academy has looked at investment opportunities but feels there are currently insufficient funds to warrant an Investment Policy at this present time. Interest is currently received on cash in the Bank at a favourable rate and would require a large amount of funds to be invested for a significant period for any benefit to be seen.



# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

---

#### Principal risks and uncertainties

There are a number of risks and uncertainties that can impact the performance of the Academy, many of which are beyond the control of the Academy Trust. The main risks that the Academy is exposed to are summarised below. For each of these risks the probability, impact and seriousness are considered at Governor and Senior Leadership Team meetings:-

- **Operational and reputational:** The continuing success of the Academy depends on maintaining the high standing it has in the community together with the friendly, approachable ethos whilst maintaining education of the highest standard. Governors regularly review the aims and ethos of the Academy and ensure that student achievement is closely monitored.
- **Financial:** A material decrease in income could adversely affect provision. All schools are subject to standstill or reducing budgets whilst the costs of providing education, including staff on-costs in the form of Pension and National Insurance contributions are increasing.
- **Staff retention and recruitment:** There is currently little movement in staff from St Mary's but failure to retain key members of the team or recruit high quality staff with the necessary experience and commitment when vacancies occur would be considered a significant risk. Our Academic success depends on this.
- **Safeguarding and Child Protection:** The Governors continue to ensure that the highest standards are maintained and has a link Governor to oversee the operation of child protection policies and procedures, including health & safety and behaviour.
- **Governance and Management:** Failure to effectively manage the Academy's finances, internal controls, compliance with legislation and regulations, statutory returns etc. Governors have undergone training to review their own effectiveness across all areas and using internal and external agents, these risks are mitigated.

#### **Fundraising**

St Mary's CE Academy is very supportive of the community around it and the challenges some people face on a day to day basis. We have an active PTA who raise funds for school projects by holding events where parents and the local community can come along and enjoy many traditional activities such as Winter Wonderland and Family Fun Friday. Events are also held for children such as a sponsored bounce, where there is no pressure to raise funds but all children are treated equal and are included.

The St Mary's School Association hold regular meetings which the Head Teacher attends. They have a Chairperson (currently two parents standing as Co-chairs), a Secretary and a Treasurer. The Treasurer reports at each meeting on the Bank account balances and ensures income and expenditure for each activity is logged appropriately. Funds are spent on activities and equipment for the children of St Mary's CE Academy with the Head Teacher providing information on needs and costings at the meetings. The Finance Coordinator invoices the Association for reimbursement once costs are known.

The St Mary's School Association is a registered Charity and the Treasurer ensures compliance with reporting requirements.

The academy also supports some national days such as Remembrance Day where Poppies are available to purchase, Children In Need, Comic/Sport Relief, British Heart Foundation Wear Red Day, Macmillan Coffee Morning and other events where families and children can contribute if they wish but this is optional. Any funds raised are accounted for and forwarded to the charity concerned intact. We have, in the past 12 months, also become involved in Mary's Meals Charity where a raffle was held to raise funds to feed children in less fortunate countries and we are currently undertaking a Back pack initiative where pre-loved backpacks are filled with second hand clothes etc to support similar children.

The Trustees are mindful of the protection of the public, including vulnerable people and none of the activities undertaken are intrusive or persistent. There is never any undue pressure to donate.

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **Equal Opportunities and Disabled persons policies (Equalities Policy)**

The schools policy on equal opportunities outlines the commitment of the staff and Governors of St Mary's Church of England Academy, Stotfold to ensure that equality of opportunity is available to all members of the school community. For our school, this means, not simply treating everybody the same but understanding and tackling the different barriers which could lead to unequal outcomes for different groups of students in the school. It also means celebrating and valuing the equal opportunity achievements and strengths of all members of the school community. These include:-

- Students
- Teaching staff
- Support staff
- Parents/carers
- Community governors
- Multi-agency staff linked to the school
- Visitors to the school
- Students on placement

St Mary's Church of England Academy, Stotfold is an Equal Opportunities Employer and is committed to the employment of people with disabilities and guarantees an interview for those who meet minimum selection criteria. St Mary's Church of England Academy, Stotfold provides training and development for all its employees, including people with disabilities, tailored where appropriate, to ensure they have the opportunity to achieve their potential. If a St Mary's Church of England Academy, Stotfold employee becomes disabled while in our employment, St Mary's Church of England Academy, Stotfold will do its best to retain them, including consulting them about their requirements, making reasonable and appropriate adjustments, and providing alternative suitable provisions.

### **Employee Information Policy**

St Mary's Church of England Academy, Stotfold includes two staff trustees and the Head Teacher on its board. This ensures that:

- Employees views are taken into account on decisions affecting their interests; and
- There is a common awareness on the part of all employees of all factors that affect the academy's performance.

St Mary's Church of England Academy, Stotfold also undertakes discussions with employees and their unions when making decisions that affect employee interests to ensure that employees views are reflected in decisions made and their interests are protected.

### **Plans for future periods**

Our priority is to continually improve the teaching and learning of the children where we can show increased progress in line with our Good grading from Ofsted. Funds are being spent to support the work of the teaching staff.

With increased capacity in school, we need to maintain the popularity of St Mary's but manage the intake to ensure the quality of education is maintained and further built upon. Also that financial stability is maintained and affordability of staff and resources is not compromised.

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

Neither St Mary's Church of England Academy, Stotfold nor any of its Trustees act as custodian trustee.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

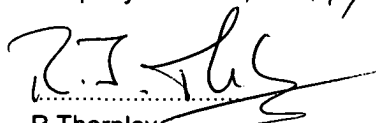
### **Auditor**

In so far as the Trustees are aware:

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

A resolution proposing that Wilkins Kennedy Audit Services be reappointed as auditor of the charitable company will be put to the members.

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 14/11/19 and signed on its behalf by:



R Thornley  
Co-Chair of Governors

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### Scope of responsibility

As Trustees we acknowledge we have overall responsibility for ensuring that St Mary's Church Of England Academy, Stotfold has an effective and appropriate system of control, financial and otherwise. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The Board of Trustees has delegated the day-to-day responsibility to the Headteacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between St Mary's Church Of England Academy, Stotfold and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The Board of Trustees has formally met 5 times during the year. Attendance during the year at meetings of the Board of Trustees was as follows:

Trustees	Meetings attended	Out of possible
Rev W Britt	4	5
A Matthews (Co-Chair of Governors)	2	5
A Clarey	4	5
D Flanagan	5	5
S Bishop (Accounting Officer)	5	5
R Thornley (Co-Chair of Governors)	3	5
S Steptoe	5	5
J Braithwaite	5	5
S Crone (Chair of Resources Committee)	3	5
E Garside	4	5
J Welch	4	5
M Jarvis	5	5

Mr Robert Thornley and Mrs Anna Matthews continued as joint Chair. This has worked well during the year as most meetings have been attended by one of the Chairs. Mrs Sarah Crone (CIMA) has undertaken the Internal Audit role during the year. There has been no movement within the year with resignations or additions to the governing board.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

---

### Governance Overview

- Head's Report for Full Governor Meetings continues to follow the four Ofsted Areas of Achievement, Teaching and Learning, Behaviour and Safety, Leadership and Management. Governors appreciate the clarity of reports and the Ofsted Action Plan is regularly updated and discussed at meetings.
- The Clerk has attended and passed an in depth Clerking Course run by the NGA.
- The Heads Report, Governors Agenda and Minutes have a sharper focus on priorities.
- Matters Arising features towards the end of each meeting as a lot of areas are already on the Agenda allowing the meetings to focus on more current important points. Meetings are more productive and informative.
- Governors now ask more questions and the Clerk incorporates these into the body of all Minutes.
- Governors now attend new parents evenings and other events to liaise with and get to know parents.
- The School Council regularly meets and discusses ideas which they put to staff.
- Learning Walks are more focused and priorities listed on the feedback forms. Governors have spoken to both staff and children about what they are particularly looking at and this has been fed back to other Governors. Book scrutinies have been undertaken.
- Governors together with the Head Teacher monitor the website to ensure this meets requirements.
- Performance Management and teaching staff pay progression has been improved with formal procedures in place.
- An accurate Action Plan is updated regularly with evidence against it on what has been implemented.
- The use and impact of Pupil Premium and Sports Premium are now more closely monitored and records are in place to reflect this.

A Governance review and Skills Audit was undertaken in the Summer Term 2019.

The Resources Committee is a sub-committee of the main board of trustees. The Resources Committee meets at least once a term but more frequent meetings can be arranged if necessary.

The main responsibilities of the Resources Committee are detailed in written terms of reference which have been authorised by the governing body. The main responsibilities include:

- The initial reviews and authorisation of the annual budget;
- The regular monitoring of actual expenditure and income against budget;
- Ensuring the annual accounts are produced in accordance with the requirements of the Companies Act 2006 and the DFE guidance issued to academies;
- Authorising the award of contracts over £10,000;
- Authorising changes to the academy personnel establishment and ensure the school provides a safe educational environment.

Attendance at meetings in the year was as follows:

Trustees	Meetings attended	Out of possible
A Matthews (Co-Chair of Governors)	1*	3
D Flanagan	3	3
S Bishop (Accounting Officer)	3	3
S Steptoe	3	3
S Crone (Chair of Resources Committee)	2	3
M Jarvis	3	3

- Anna spent time in the office prior to one meeting to go through the Agenda and make herself aware of current position.

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **GOVERNANCE STATEMENT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **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 Academy 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 by:

### **Improving educational results:**

- Teaching staff performance targets have focused on raising attainment and improving the quality of teaching, which has led to improved standards and results.
- Teaching Assistants are tasked with ensuring they are aware of all vulnerable groups and how to support them, alongside their peers.

### **Focus on individual pupils:**

- Across both Key Stages, additional support is still given in small group settings for children of all capabilities covering those with SEN and more able children.
- Pupil Premium children all have individualised education plans and their progress and attainment is tracked.
- Half termly pupil progress meetings are held between staff and Senior Leadership team to monitor individual pupil performance.
- Both our Safeguarding and SEN lead staff are given additional time to attend meetings and undertake their additional workload to ensure children receive any support that is available from the appropriate authorities.

### **Better income generation and on site activity monitoring:**

- Income owed to us is recovered.
- The After School Hours Club and Children's Centre are invoiced regularly to recoup full costs of utility expenditure incurred by the academy on their behalf.
- The After School Hours Club provides term time provision only which is very successful and the Club made a very modest profit during the year. INSET days have limited uptake so are covered in conjunction with Premier Sport.

### **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 St Mary's Church Of England Academy, Stotfold for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements.

### **Capacity to handle risk**

The Board of Trustees has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy Trust's significant risks that has been in place for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of Trustees.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### 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 Trustees;
- regular reviews by the finance and general purposes committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;
- identification and management of risks.

The board of trustees has considered the need for a specific internal audit function and has decided:

- not to appoint an internal auditor. However the trustees have appointed Mrs Sarah Crone (CIMA), a trustee, to carry out a programme of internal checks.

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

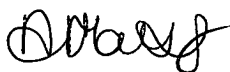
- testing of payroll systems
- testing of purchase systems
- testing of bank reconciliations
- testing of income sources through to banking and reconciliation
- testing of petty cash system and processes
- testing of Business Charge card expenditure
- checks are carried out twice during the year

### Review of effectiveness

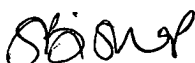
As accounting officer the Headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- the work of the internal reviewer;
- 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.

Approved by order of the Board of Trustees on 14/11/19 and signed on its behalf by:



A Matthews  
Co-Chair of Governors



S Bishop  
Accounting Officer

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

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

**FOR THE YEAR ENDED 31 AUGUST 2019**

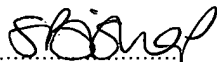
---

As accounting officer of St Mary's Church of England Academy, Stotfold I have considered my responsibility to notify the Academy Trust Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, 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 Trustees are able to identify any material irregular or improper use of funds by the Academy Trust, or material non-compliance with the terms and conditions of funding under the Academy Trust's funding agreement and the Academies Financial Handbook 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 Trustees and ESFA.

S Bishop  
Accounting Officer





# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

The trustees (who are also the directors of St Mary's Church of England Academy, Stotfold for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the Academies Accounts Direction 2018 to 2019 published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019;
- 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 financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

The Trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform 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 Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by order of the members of the Board of Trustees on 14/11/19 and signed on its behalf by:



R Thornley  
Co-Chair of Governors

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **Opinion**

We have audited the financial statements of St Mary's Church of England Academy, Stotfold for the year ended 31 August 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, 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 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at 31 August 2019 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 2015 and the Academies Accounts Direction 2018 to 2019.

### **Basis for opinion**

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

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

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

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

### **Other information**

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

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

We have nothing to report in this regard.

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **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 Trustees' report including the incorporated strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report including the incorporated strategic report have 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 Trustees' 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 financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of Trustees**

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

In preparing the financial statements, the Trustees 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 Trustees either intend to liquidate the charitable company, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

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

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

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### 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.

*Wilkins Kennedy Audit Services*

**Mandy Wilson FCA (Senior Statutory Auditor)**  
**for and on behalf of Wilkins Kennedy Audit Services**

*16 December 2019*

**Statutory Auditor**

5 Yeomans Court  
Ware Road  
Hertford  
Hertfordshire  
SG13 7HJ

# **ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD AND THE EDUCATION & SKILLS FUNDING AGENCY**

***FOR THE YEAR ENDED 31 AUGUST 2019***

---

In accordance with the terms of our engagement letter dated 12 September 2018 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by St Mary's Church of England Academy, Stotfold during the period 1 September 2018 to 31 August 2019 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 St Mary's Church of England Academy, Stotfold and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the St Mary's Church of England Academy, Stotfold 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 St Mary's Church of England Academy, Stotfold and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of St Mary's Church of England Academy, Stotfold's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of St Mary's Church of England Academy, Stotfold's funding agreement with the Secretary of State for Education dated 30 March 2012 and the Academies Financial Handbook, extant from 1 September 2018, 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 2018 to 2019. 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 2018 to 31 August 2019 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

### **Approach**

We conducted our engagement in accordance with the Academies Accounts Direction 2018 to 2019 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.

Our work included identification and assessment of the design and operational effectiveness of the controls, policies and procedures that have been implemented to ensure compliance with the framework of authorities including high level financial control areas and areas assessed of presenting a higher risk of impropriety. We undertook detailed testing, based on our assessment of risk of material irregularity, where such controls, policies and procedures apply to classes of transactions. This work was integrated with our audit on the financial statements to the extent evidence from the conduct of that audit supports the regularity conclusion as well as additional testing based on our assessment of risk of material irregularity.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **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 2018 to 31 August 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Wilkins Kennedy Audit Services*

### **Reporting Accountant**

Wilkins Kennedy Audit Services  
5 Yeomans Court  
Ware Road  
Hertford  
Hertfordshire  
SG13 7HJ

Dated: *16 December 2019*

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2019

	Notes	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total 2019 £	Total 2018 £
<b>Income and endowments from:</b>						
Donations and capital grants	3	2,640	1,129	23,502	27,271	11,628
Charitable activities:						
- Funding for educational operations	4	-	1,145,498	-	1,145,498	1,024,984
Other trading activities	5	165,091	10,723	-	175,814	218,173
Investments	6	162	-	-	162	175
<b>Total</b>		<b>167,893</b>	<b>1,157,350</b>	<b>23,502</b>	<b>1,348,745</b>	<b>1,254,960</b>
<b>Expenditure on:</b>						
Charitable activities:						
- Educational operations	8	-	1,354,511	57,239	1,411,750	1,303,688
<b>Total</b>	<b>7</b>	<b>-</b>	<b>1,354,511</b>	<b>57,239</b>	<b>1,411,750</b>	<b>1,303,688</b>
<b>Net income/(expenditure)</b>		<b>167,893</b>	<b>(197,161)</b>	<b>(33,737)</b>	<b>(63,005)</b>	<b>(48,728)</b>
Transfers between funds	19	(126,541)	89,165	37,376	-	-
<b>Other recognised gains/(losses)</b>						
Actuarial (losses)/gains on defined benefit pension schemes	21	-	(242,000)	-	(242,000)	170,000
<b>Net movement in funds</b>		<b>41,352</b>	<b>(349,996)</b>	<b>3,639</b>	<b>(305,005)</b>	<b>121,272</b>
<b>Reconciliation of funds</b>						
Total funds brought forward		206,914	(480,964)	405,840	131,790	10,518
Total funds carried forward		248,266	(830,960)	409,479	(173,215)	131,790

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2019

Comparative year information		Unrestricted	Restricted funds:		Total
Year ended 31 August 2018		Funds	General	Fixed asset	2018
	Notes	£	£	£	£
<b>Income and endowments from:</b>					
Donations and capital grants	3	4,512	-	7,116	11,628
Charitable activities:					
- Funding for educational operations	4	-	1,024,984	-	1,024,984
Other trading activities	5	208,725	9,448	-	218,173
Investments	6	175	-	-	175
<b>Total</b>		<u>213,412</u>	<u>1,034,432</u>	<u>7,116</u>	<u>1,254,960</u>
<b>Expenditure on:</b>					
Charitable activities:					
- Educational operations	8	218,438	1,045,788	39,462	1,303,688
<b>Total</b>	7	<u>218,438</u>	<u>1,045,788</u>	<u>39,462</u>	<u>1,303,688</u>
<b>Net expenditure</b>		(5,026)	(11,356)	(32,346)	(48,728)
Transfers between funds	19	(32,036)	(45,299)	77,335	-
<b>Other recognised gains/(losses)</b>					
Actuarial gains on defined benefit pension schemes	21	-	170,000	-	170,000
<b>Net movement in funds</b>		(37,062)	113,345	44,989	121,272
<b>Reconciliation of funds</b>					
Total funds brought forward		243,976	(594,309)	360,851	10,518
Total funds carried forward		<u>206,914</u>	<u>(480,964)</u>	<u>405,840</u>	<u>131,790</u>



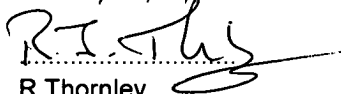
# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## BALANCE SHEET

AS AT 31 AUGUST 2019

	Notes	2019 £	£	2018 £	£
<b>Fixed assets</b>					
Tangible assets	12		408,792		405,840
Investments	13		-		1
			<u>408,792</u>		<u>405,841</u>
<b>Current assets</b>					
Stocks	14	2,828		4,209	
Debtors	15	41,798		37,373	
Cash at bank and in hand		274,860		331,210	
		<u>319,486</u>		<u>372,792</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	16	(68,993)		(129,343)	
<b>Net current assets</b>			<u>250,493</u>		<u>243,449</u>
<b>Total assets less current liabilities</b>			<u>659,285</u>		<u>649,290</u>
Creditors: amounts falling due after more than one year	17		(1,500)		(4,500)
<b>Net assets excluding pension liability</b>			<u>657,785</u>		<u>644,790</u>
Defined benefit pension liability	21		(831,000)		(513,000)
<b>Net assets</b>			<u>(173,215)</u>		<u>131,790</u>
<b>Funds of the Academy Trust:</b>					
<b>Restricted funds</b>	19				
- Fixed asset funds			409,479		405,840
- Restricted income funds			40		32,036
- Pension reserve			(831,000)		(513,000)
<b>Total restricted funds</b>			<u>(421,481)</u>		<u>(75,124)</u>
<b>Unrestricted income funds</b>	19		<u>248,266</u>		<u>206,914</u>
<b>Total funds</b>			<u>(173,215)</u>		<u>131,790</u>

The financial statements on pages 29 to 52 were approved by the Trustees and authorised for issue on 14/11/19 and are signed on their behalf by:

  
R Thornley  
Co-Chair of Governors

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2019

	Notes	2019 £	£	2018 £	£
<b>Cash flows from operating activities</b>					
Net cash (used in)/provided by operating activities	22		(25,352)		151,943
<b>Cash flows from investing activities</b>					
Dividends, interest and rents from investments		162		175	
Capital grants from DfE Group		17,287		7,116	
Capital funding received from sponsors and others		6,215		-	
Purchase of tangible fixed assets		(54,663)		(84,451)	
Proceeds from sale of investments		1		-	
<b>Net cash used in investing activities</b>			<u>(30,998)</u>		<u>(77,160)</u>
<b>Net (decrease)/increase in cash and cash equivalents in the reporting period</b>			(56,350)		74,783
Cash and cash equivalents at beginning of the year			331,210		256,427
<b>Cash and cash equivalents at end of the year</b>			<u>274,860</u>		<u>331,210</u>

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 AUGUST 2019

---

#### 1 Accounting policies

St Mary's Church of England Academy, Stotfold 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 Trustees' 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 financial statements 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 financial statements 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 2018 to 2019 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

St Mary's Church of England Academy, Stotfold meets the definition of a public benefit entity under FRS 102.

Comparatives have been stated for the academy only. In the prior year the Academy was part of a group which ceased to be an active group on 31 August 2018.

##### 1.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. 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 Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and 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 financial statements.

##### 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 receivable

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the 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.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

---

#### 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 financial statements 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.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 1 Accounting policies

(Continued)

#### Governance costs

These include the costs attributable to the Academy Trust's compliance with constitutional and statutory requirements, including audit, strategic management, Trustees' meetings and reimbursed expenses.

### 1.5 Tangible fixed assets and depreciation

Assets costing £500 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.

The Academy Trust occupies land and buildings at Rook Tree Lane, Stotfold, part of which are owned by the Diocese of St Albans. The Academy Trust occupies the land and buildings under a licence on the same basis as when it was a maintained school. The continuing permission of the Diocesan Trustees is pursuant to and subject to the Trustees' charitable objects and is part of the Church of England's commitment to provide state funded education in partnership with the state. Under the terms of an agreement between the Secretary of State and the Academy Trust the Diocesan Trustees will give the Academy Trust not less than two years' notice to terminate the occupation of the land and buildings. The Governors have concluded that the value of land and buildings occupied by the Academy Trust should not be recognised in the balance sheet as the Diocese of St Albans has the right to consent to works, including capital works. The Governors have therefore concluded that the academy Trust does not have control as defined by the Academies Accounts Direction 2018 to 2019.

Moreover, the Governors have decided not to account for the Academy Trust's occupancy of the land and buildings by means of a notional annual rental charge in the accounts, offset by income from a notional annual donation or gift of equivalent value from the Diocesan Trustees as owners of the freehold interest. The Governors have been unable to identify any objective method for calculating such a notional rent.

The School playing fields are leased from the Local Authority over a period of 125 years and have therefore been included in fixed assets but not depreciated.

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:

Land and buildings	2% on buildings only. Land is not depreciated
Computer equipment	25% & 5%
Fixtures, fittings & equipment	25%

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.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 1 Accounting policies

(Continued)

#### 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 Leasing commitments

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

#### 1.8 Investments

The academy's shareholding in the wholly owned subsidiary, Stotfold and District Children's Centre CIC, is included in the balance sheet at the cost of the share capital owned less any impairment. There is no readily available market value and the cost of valuation exceeds the benefit derived.

The subsidiary's activities terminated during financial year 17/18 with the children's centre operation being returned to the local authority. The subsidiary was dissolved on 16 April 2019.

#### 1.9 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.

#### 1.10 Stock

Unsold uniform and catering stock is valued at the lower of cost and net realisable value. Net realisable value is based on estimated selling price less further costs to completion and disposal. Provision is made for obsolete and slow moving stock.

#### 1.11 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.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

---

#### 1 Accounting policies

(Continued)

##### 1.12 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 so as 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 on the basis of 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 operating surplus 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.

##### 1.13 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 Trustees.

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 with restrictions imposed by the funder/donor and include grants from the Education and Skills Funding Agency and the 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.

##### 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.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 2 Critical accounting estimates and areas of judgement

(Continued)

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 21, 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 2016 has been used by the actuary in valuing the pensions liability at 31 August 2019. 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

There are no critical areas of judgement.

#### 3 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Capital grants	-	17,287	17,287	7,116
Other donations	2,640	7,344	9,984	4,512
	<u>2,640</u>	<u>24,631</u>	<u>27,271</u>	<u>11,628</u>

#### 4 Funding for the Academy Trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	932,675	932,675	836,038
Other DfE group grants	-	123,166	123,166	117,628
	<u>-</u>	<u>1,055,841</u>	<u>1,055,841</u>	<u>953,666</u>
<b>Other government grants</b>				
Local authority grants	-	89,657	89,657	71,318
	<u>-</u>	<u>89,657</u>	<u>89,657</u>	<u>71,318</u>
<b>Total funding</b>	<u>-</u>	<u>1,145,498</u>	<u>1,145,498</u>	<u>1,024,984</u>



# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 5 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Hire of facilities	759	-	759	436
Catering income	61,004	-	61,004	65,472
Trip income	-	10,723	10,723	9,012
Other income	103,328	-	103,328	143,253
	<u>165,091</u>	<u>10,723</u>	<u>175,814</u>	<u>218,173</u>

### 6 Investment income

	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Short term deposits	<u>162</u>	<u>-</u>	<u>162</u>	<u>175</u>

### 7 Expenditure

	Staff costs £	Non Pay Expenditure Premises £	Other £	Total 2019 £	Total 2018 £
Academy's educational operations					
- Direct costs	730,963	5,000	66,169	802,132	737,279
- Allocated support costs	<u>364,309</u>	<u>106,309</u>	<u>139,000</u>	<u>609,618</u>	<u>566,409</u>
	<u>1,095,272</u>	<u>111,309</u>	<u>205,169</u>	<u>1,411,750</u>	<u>1,303,688</u>

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

	2019 £	2018 £
Fees payable to auditor for:		
- Audit	7,110	7,184
- Other services	2,280	2,214
Operating lease rentals	2,116	390
Depreciation of tangible fixed assets	51,711	39,462
Net interest on defined benefit pension liability	<u>14,000</u>	<u>16,000</u>

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

---

### **8 Charitable activities**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
All from restricted funds:		
<b>Direct costs</b>		
Educational operations	802,132	737,279
<b>Support costs</b>		
Educational operations	609,618	566,409
	<u>1,411,750</u>	<u>1,303,688</u>

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 8 Charitable activities

(Continued)

Analysis of costs	2019 £	2018 £
<b>Direct costs</b>		
Teaching and educational support staff costs	735,247	654,498
Staff development	5,482	5,100
Depreciation	5,000	5,000
Educational supplies and services	56,403	72,681
	<u>802,132</u>	<u>737,279</u>
<b>Support costs</b>		
Support staff costs	364,309	347,332
Depreciation	46,711	34,462
Maintenance of premises and equipment	23,705	25,185
Cleaning	2,569	2,503
Energy costs	16,707	15,092
Rent, rates and other occupancy costs	11,477	11,401
Insurance	5,140	1,947
Catering	57,076	52,104
Finance costs	14,000	16,000
Other support costs	35,959	33,755
Governance costs	31,965	26,628
	<u>609,618</u>	<u>566,409</u>

### 9 Staff costs

	2019 £	2018 £
Wages and salaries	814,823	729,968
Social security costs	59,271	55,517
Pension costs	210,588	197,836
Staff costs	<u>1,084,682</u>	<u>983,321</u>
Supply staff costs	10,590	13,870
Staff development and other staff costs	10,649	10,297
Total staff expenditure	<u>1,105,921</u>	<u>1,007,488</u>

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 9 Staff costs

(Continued)

#### Staff numbers

The average number of persons, by headcount, employed by the Academy Trust during the year was as follows:

	2019 Number	2018 Number
Teachers	12	10
Administration and support	38	39
Management	1	1
Children's Centre	-	7
	<u>51</u>	<u>57</u>

#### Higher paid staff

There were no employees whose annual remuneration was £60,000 or more.

#### Key management personnel

The key management personnel of the Academy Trust comprise the Trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy Trust was £255,485 (2018: £238,367).

### 10 Trustees' remuneration and expenses

One or more of the Trustees has been paid remuneration or has received other benefits from an employment with the Academy Trust. The Headteacher and other staff Trustees 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 Trustees.

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

S Bishop (Headteacher and Governor)

Remuneration £55,000-£60,000 (2018: £55,000-£60,000)

Employer Pension Contributions £5,000-£10,000 (2018: £5,000-£10,000)

D Flanagan (staff governor)

Remuneration £30,000-£35,000 (2018: £35,000-£40,000)

Employer's Pension Contribution £0-£5,000 (2018: £0 - £5,000)

J Welch (staff governor)

Remuneration £35,000-£40,000 (2018: £30,000-£35,000)

Employer's Pension Contribution £5,000-£10,000 (2018: £0 - £5,000)

During the period no trustee expenses were reimbursed.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 11 Trustees 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 provides 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.

### 12 Tangible fixed assets

	Land and buildings	Computer equipment	Fixtures, fittings & equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 September 2018	280,013	155,830	137,598	573,441
Additions	-	8,521	46,142	54,663
At 31 August 2019	280,013	164,351	183,740	628,104
<b>Depreciation</b>				
At 1 September 2018	30,000	65,189	72,412	167,601
Charge for the year	5,000	23,058	23,653	51,711
At 31 August 2019	35,000	88,247	96,065	219,312
<b>Net book value</b>				
At 31 August 2019	245,013	76,104	87,675	408,792
At 31 August 2018	250,013	90,641	65,186	405,840

### 13 Fixed asset investments

	£
<b>Market value</b>	
At 1 September 2018	1
Disposals at opening book value	(1)
At 31 August 2019	-
<b>Historical cost:</b>	
At 31 August 2019	1
At 31 August 2018	1

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

<b>14</b>	<b>Stocks</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	Other stock	2,828	4,209
		<u>          </u>	<u>          </u>
<b>15</b>	<b>Debtors</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	Trade debtors	312	576
	VAT recoverable	24,357	10,328
	Other debtors	-	9,993
	Prepayments and accrued income	17,129	16,476
		<u>          </u>	<u>          </u>
		41,798	37,373
		<u>          </u>	<u>          </u>
<b>16</b>	<b>Creditors: amounts falling due within one year</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	Trade creditors	24,719	38,246
	Other creditors	3,000	3,000
	Accruals and deferred income	41,274	88,097
		<u>          </u>	<u>          </u>
		68,993	129,343
		<u>          </u>	<u>          </u>
<p>Included within other creditors due within one year is a loan of £3,000 from the ESFA under the Condition Improvement Fund. No interest is payable on the loan.</p>			
<b>17</b>	<b>Creditors: amounts falling due after more than one year</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	Other creditors	1,500	4,500
		<u>          </u>	<u>          </u>

Included within other creditors due in more than one year is a loan of £1,500 from the ESFA under the Condition Improvement Fund. No interest is payable on the loan. The loan is repayable in six monthly instalments of £1,500.

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

18	Deferred income	2019 £	2018 £
	Deferred income is included within:		
	Creditors due within one year	29,316	34,906
	Deferred income at 1 September 2018	34,906	29,533
	Released from previous years	(34,906)	(29,533)
	Resources deferred in the year	29,316	34,906
	<b>Deferred income at 31 August 2019</b>	<b>29,316</b>	<b>34,906</b>

At the balance sheet date the academy was holding funds received in advance for free school meals.

19	Funds	Balance at 1 September 2018 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2019 £
	<b>Restricted general funds</b>					
	General Annual Grant (GAG)	-	932,675	(1,053,876)	121,201	-
	Other DfE / ESFA grants	-	123,166	(123,166)	-	-
	Other government grants	-	89,657	(89,657)	-	-
	Other restricted funds	32,036	11,852	(11,812)	(32,036)	40
	Pension reserve	(513,000)	-	(76,000)	(242,000)	(831,000)
		<u>(480,964)</u>	<u>1,157,350</u>	<u>(1,354,511)</u>	<u>(152,835)</u>	<u>(830,960)</u>
	<b>Restricted fixed asset funds</b>					
	DfE group capital grants	405,840	17,287	(51,711)	37,376	408,792
	Private sector capital sponsorship	-	6,215	(5,528)	-	687
		<u>405,840</u>	<u>23,502</u>	<u>(57,239)</u>	<u>37,376</u>	<u>409,479</u>
	<b>Total restricted funds</b>	<u>(75,124)</u>	<u>1,180,852</u>	<u>(1,411,750)</u>	<u>(115,459)</u>	<u>(421,481)</u>
	<b>Unrestricted funds</b>					
	General funds	<u>206,914</u>	<u>167,893</u>	<u>-</u>	<u>(126,541)</u>	<u>248,266</u>
	<b>Total funds</b>	<u>131,790</u>	<u>1,348,745</u>	<u>(1,411,750)</u>	<u>(242,000)</u>	<u>(173,215)</u>

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 19 Funds

(Continued)

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

General Annual Grant: Income received from the ESFA to cover the normal running costs of the Academy. Under the funding agreement with the Secretary of State, the Academy Trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2019.

Other DfE/ESFA grants: This includes pupil premium and sports funding.

Other government grants: This includes local authority grants.

Other restricted funds: This includes fundraisers and charitable donations with specific restrictions.

Transfer between funds: this relates to the purchase of fixed assets in the year and the use of unrestricted funds to support the Academy's educational activities.

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

	Balance at 1 September 2017 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2018 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	1,691	836,038	(760,394)	(77,335)	-
Other DfE / ESFA grants	-	117,628	(117,628)	-	-
Other government grants	-	71,318	(71,318)	-	-
Other restricted funds	-	9,448	(9,448)	32,036	32,036
Pension reserve	(596,000)	-	(87,000)	170,000	(513,000)
	<u>(594,309)</u>	<u>1,034,432</u>	<u>(1,045,788)</u>	<u>124,701</u>	<u>(480,964)</u>
<b>Restricted fixed asset funds</b>					
DfE group capital grants	<u>360,851</u>	<u>7,116</u>	<u>(39,462)</u>	<u>77,335</u>	<u>405,840</u>
<b>Total restricted funds</b>	<u>(233,458)</u>	<u>1,041,548</u>	<u>(1,085,250)</u>	<u>202,036</u>	<u>(75,124)</u>
<b>Unrestricted funds</b>					
General funds	<u>243,976</u>	<u>213,412</u>	<u>(218,438)</u>	<u>(32,036)</u>	<u>206,914</u>
<b>Total funds</b>	<u>10,518</u>	<u>1,254,960</u>	<u>(1,303,688)</u>	<u>170,000</u>	<u>131,790</u>



# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 20 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2019 are represented by:</b>				
Tangible fixed assets	-	-	408,792	408,792
Current assets	318,759	40	687	319,486
Creditors falling due within one year	(68,993)	-	-	(68,993)
Creditors falling due after one year	(1,500)	-	-	(1,500)
Defined benefit pension liability	-	(831,000)	-	(831,000)
<b>Total net assets</b>	<b>248,266</b>	<b>(830,960)</b>	<b>409,479</b>	<b>(173,215)</b>

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2018 are represented by:</b>				
Tangible fixed assets	-	-	405,840	405,840
Fixed asset investments	1	-	-	1
Current assets	340,756	32,036	-	372,792
Creditors falling due within one year	(129,343)	-	-	(129,343)
Creditors falling due after one year	(4,500)	-	-	(4,500)
Defined benefit pension liability	-	(513,000)	-	(513,000)
<b>Total net assets</b>	<b>206,914</b>	<b>(480,964)</b>	<b>405,840</b>	<b>131,790</b>

### 21 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 Bedford Borough Council. 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 2016.

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

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

---

### 21 Pension and similar obligations

(Continued)

#### Teachers' Pension Scheme

##### Introduction

The Teachers' Pension Scheme (TPS or scheme) is a statutory, unfunded, defined benefit occupational scheme, governed by the Teachers' Pensions Regulations 2010 (as amended), and the Teachers' Pension Scheme Regulations 2014 (as amended). These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities. In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and, from 1 January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.

##### The Teachers' Pension Budgeting and Valuation Account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and Public Service Pensions Act (2013) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – contributions from members, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Acts.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

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

The latest valuation of the Teachers' Pension Scheme has now taken place, in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers will pay an increased contribution rate of 23.68% from September 2019 (this includes the administration levy of 0.08%). The timing of the implementation is to align its introduction with employers' budget planning cycles. Until then, employers will pay the current rate of 16.48%.

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.

The employer's pension costs paid to the TPS in the period amounted to £65,111 (2018: £57,934).

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 21 Pension and similar obligations

(Continued)

#### Scheme changes

The arrangements for a reformed Teachers' Pension Scheme, in line with the recommendations made by Lord Hutton, in particular the introduction of a Career Average Revalued Earnings (CARE) scheme, were implemented from 1 April 2015.

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, have rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy which will need to be offered to those members of the two schemes who were subject of the age discrimination.

HM Treasury are clear that the ruling has implications for the other public service schemes, including the Teachers' Pension Scheme. Those implications are currently being considered and any impact on scheme costs is expected to be looked at within the next scheme valuation, which is currently scheduled to be based on April 2020 data and implemented in April 2023.

#### 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 22.8% for employers and 5.5% to 6.5% for employees.

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

Total contributions made	2019 £	2018 £
Employer's contributions	82,000	82,000
Employees' contributions	21,000	22,000
Total contributions	103,000	104,000

Principal actuarial assumptions	2019 %	2018 %
Rate of increase in salaries	2.5	2.7
Rate of increase for pensions in payment/inflation	2.2	2.4
Discount rate for scheme liabilities	1.85	2.8

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 21 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:

	2019 Years	2018 Years
Retiring today		
- Males	20.7	22.4
- Females	23.2	24.5
Retiring in 20 years		
- Males	21.7	24
- Females	24.7	26.2

Scheme liabilities would have been affected by changes in assumptions as follows:

The Academy Trust's share of the assets in the scheme	2019 Fair value £	2018 Fair value £
Equities	1,002,000	755,160
Bonds	225,000	182,280
Property	136,000	117,180
Other assets	67,000	247,380
Total market value of assets	1,430,000	1,302,000

The actual return on scheme assets was £37,000 (2018: £61,000).

Amount recognised in the Statement of Financial Activities	2019 £	2018 £
Current service cost	134,000	153,000
Past service cost	10,000	-
Interest income	(37,000)	(30,000)
Interest cost	51,000	46,000
Total operating charge	158,000	169,000

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 21 Pension and similar obligations

(Continued)

Changes in the present value of defined benefit obligations	2019 £	2018 £
At 1 September 2018	1,815,000	1,738,000
Current service cost	134,000	153,000
Interest cost	51,000	46,000
Employee contributions	21,000	22,000
Actuarial loss/(gain)	242,000	(139,000)
Benefits paid	(12,000)	(5,000)
Past service cost	10,000	-
At 31 August 2019	2,261,000	1,815,000

### Changes in the fair value of the Academy Trust's share of scheme assets

	2019 £	2018 £
At 1 September 2018	1,302,000	1,142,000
Interest income	37,000	30,000
Actuarial gain	-	31,000
Employer contributions	82,000	82,000
Employee contributions	21,000	22,000
Benefits paid	(12,000)	(5,000)
At 31 August 2019	1,430,000	1,302,000

### 22 Reconciliation of net expenditure to net cash flow from operating activities

	2019 £	2018 £
Net expenditure for the reporting period (as per the statement of financial activities)	(63,005)	(48,728)
Adjusted for:		
Capital grants from DfE and other capital income	(23,502)	(7,116)
Investment income receivable	(162)	(175)
Defined benefit pension costs less contributions payable	62,000	71,000
Defined benefit pension scheme finance cost	14,000	16,000
Depreciation of tangible fixed assets	51,711	39,462
Decrease/(increase) in stocks	1,381	(1,856)
(Increase)/decrease in debtors	(4,425)	13,714
(Decrease)/increase in creditors	(63,350)	69,642
Net cash (used in)/provided by operating activities	(25,352)	151,943

# ST MARY'S CHURCH OF ENGLAND ACADEMY, STOTFOLD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 23 Commitments under operating leases

At 31 August 2019 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	2019 £	2018 £
Amounts due within one year	1,058	2,116
Amounts due in two and five years	-	1,058
	<u>1,058</u>	<u>3,174</u>

### 24 Capital commitments

	2019 £	2018 £
Expenditure contracted for but not provided in the financial statements	<u>5,973</u>	<u>-</u>

### 25 Related party transactions

Owing to the nature of the academy trust and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the trust has an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the trust's financial regulations and normal procurement procedures. There are no such transactions to report this year.

### 26 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.