

Company Registration No. 08056328 (England and Wales)

**WOODFORD VALLEY
CHURCH OF ENGLAND
PRIMARY ACADEMY
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2018**



WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

REFERENCE AND ADMINISTRATIVE DETAILS

Members

Bath Spa University
The Salisbury Diocese
The Incumbent
C M Knight (Chair of Governors)
PCC of Woodford Valley and Archers Gate

Trustees

M Perry (Foundation)
S Waters (Chair (resigned from Chair 29/09/2016))
F Makin (Foundation)
C Knight (Chair of Trustees)
R Carson (Head teacher)
V Huntley (Co-opted trustee)
D Young (Teacher trustee)
L Thomas (Vice Chair)
L Heitz Jackson (Foundation)
C Holt (Foundation)
S Soar (Parent trustee)
A Okyere (Foundation) (Resigned 25 September 2018)
Dr N Sorensen (Foundation) (Appointed 10 September 2017)
J Rolland (Foundation) (Appointed 30 October 2017)

Senior management team

- Head teacher
- Deputy principal
- TLR Literacy
- TLR Numeracy
- School Business Manager

R Carson
D Young
C Conduit
K Reavill
D Arrandale

Company secretary

Mrs D Arrandale

Company registration number

08056328 (England and Wales)

Registered office

Middle Woodford
Salisbury
Wiltshire
SP4 6NR

Independent auditor

Moore Stephens (South) LLP
33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

HSBC Bank Plc
19 Minster Street
Salisbury
Wiltshire
SP1 1TE

Lloyds Bank Plc Salisbury
38 Blue Boar Row
Salisbury
Wiltshire
SP1 1DB

Solicitors

Parker Bullen
8 Newbury Street
Andover
Hampshire
SP10 1DW

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2018

The trustees present their annual report together with the accounts and auditor's report of the charitable company for the year 1 September 2017 to 31 August 2018. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The academy trust operates an academy for pupils aged 4 – 11 serving a catchment area of the Woodford Valley and Archers Gate Parishes. It had a capacity of 180 and had 178 on roll in the school census 19th May 2018.

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 charitable company operates as Woodford Valley CE Primary Academy

The trustees of Woodford Valley Church of England Primary Academy are also the directors of the charitable company for the purposes of company law. The charitable company is known as Woodford Valley CE Primary Academy. Details of the trustees who served during the year are included in the Reference and Administrative Details on page 1.

Members' liability

There are five Members of the Charitable Company: The Incumbent Rev Mike Perry, Bath Spa University, Salisbury Diocese Board of Education, the Chair of Trustees and the PCC of Woodford Valley with Archers Gate. 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

Trustees benefit from indemnity insurance purchased at the Academy Trust's expense to cover the liability of the Trustees, which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default or breach of trust or breach of duty of which they may be guilty in relation to the Academy Trust, provided that any such insurance shall not extend to any claim arising from any act or omission which the Trustees knew to be a breach of trust or breach of duty or which was committed by the Trustees in reckless disregard to whether it was a breach of trust or breach of duty or not, and provided also that any such insurance shall not extend to the costs of any unsuccessful defence to a criminal prosecution brought against the Trustees in their capacity as directors of the Academy Trust.

The limit of this indemnity is £10,000,000.

In accordance with normal commercial practice the Academy has purchased insurance to protect Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £10,000,000 on any one claim.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Method of recruitment and appointment or election of trustees

The Academy's Governing Body comprises the Headteacher, a minimum of two Parent trustees, up to two Staff trustees (providing that the total number of trustees, including the Headteacher, who are employees of the Academy Trust does not exceed one third of the total number of trustees) and up to eleven Other trustees of which eight must be Foundation trustees. The Articles of Association require there to be a minimum of three trustees.

Parent trustees are elected by the parents of current pupils of the Academy Trust.

Staff trustees are elected by the staff currently employed by the Academy Trust. The Members appointed the current Staff trustees on the basis that they had been elected to serve as Staff trustees of the Woodford Valley Primary Academy.

Foundation trustees are nominated by the PCC and appointed by the Salisbury Diocese.

With regard to the appointment of Other trustees, the Board will give consideration to the skills mix of the trustees in order to ensure that the Board of trustees has the necessary skills to contribute fully to the Academy's development.

Policies and procedures adopted for the induction and training of trustees

The Academy has a Trustees Recruitment, Induction and Training policy available from the Clerk to the Trustees.

All new trustees participate in an induction programme, and all trustees are issued with a copy of the Annual trustees Handbook giving a wide range of information and guidance relating to the Governance of the Academy Trust.

The Buddy Trustees is a friend during the induction period. During the school year Trustees Training Evenings were held as open sessions for all to attend and Trustees are offered Local Authority training courses.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Organisational structure

The Board of Trustees normally meets once each term. The Board establishes an overall framework for the governance of the Academy and determines membership, terms of reference and procedures of Committees and other groups. It receives reports, including policies, from its Committees for ratification. It monitors the activities of the Committees through the minutes of their meetings. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

The following decisions are reserved to the Board of Trustees; to determine any proposals for changes to the status or constitution of the Academy and its committee structure, to appoint or remove the Chairman and/or Vice Chairman, to appoint the Headteacher and Clerk to the Trustees, to approve the Annual Development Plan and budget.

The Members and Board of Trustees have devolved responsibility for day-to-day management of the Academy to the Headteacher/Principal and Senior Management Team (SMT). The SMT comprises the Headteacher, Deputy Headteacher, two TLR's and the School Business Manager. The SMT implement the policies laid down by the Trustees and report back to them on performance.

The Academy has a leadership structure which consists of the Trustees, The Senior Management Team and Team Leaders. The aim of the leadership structure is to devolve responsibility and encourage involvement in decision-making at all levels.

The Trustees are responsible for setting general policy, adopting an annual plan and budget, approving the statutory accounts, monitoring the Academy by the use of budgets and other data, and making major decisions about the direction of the Academy, capital expenditure and staff appointments.

The SMT control the Academy at an executive level, implementing the policies laid down by the Trustees and reporting back to them. The Headteacher, Academy Business Manager and Finance and Audit Committee are responsible for the authorisation of spending within agreed budgets; a summary of this is in the Scheme of Delegation. Some spending control is devolved to Budget Holders which must be authorised in line with the Scheme of Delegation. The Headteacher is responsible for the appointment of staff, though appointment panels for teaching posts always include a Trustee.

There are four committees as follows:

- the Finance/Audit Committee - this meets six times a year and is responsible for monitoring, evaluating and reviewing policy and performance in relation to financial management, compliance with reporting and regulatory requirements and reporting, receiving reports from the Responsible Officer and drafting the annual budget including setting staffing levels
- the Curriculum Committee - this meets once a term to monitor, evaluate and review academy policy, practice and performance in relation to curriculum planning, communications, target-setting and assessment, examinations and all pastoral issues
- the Buildings committee – this meets once a term, and is responsible for the site health and safety and travel plan.
- the Ethos committee meets at least five times a year and is responsible for pastoral care and the academy's Christian Ethos.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Arrangements for setting pay and remuneration of key management personnel

All staff are subject to an annual performance management review to discuss and review the agreed targets within the curriculum and their co-ordinator roles. Recommendations for increases / changes to a person's pay scale is recommended to the full governing body by the Headteacher, and a decision voted on. The Headteacher's performance management review is carried out by the pay panel of governors and recommendations made to full governors for any changes to salary. This is set out in the Academy's Pay Policy which is reviewed annually.

Related parties and other connected charities and organisations

The Academy Trust is a standalone Academy which has close links with Bath Spa University. On site is an independent Pre-school (Little Orchard). The academy leases a mobile classroom to them. The Salisbury Diocese supports the academy as a Church school. The academy has continued to build collaborative links with Holy Trinity Academy, Calne and Holy Trinity Academy, Great Cheverill and all three schools are building on this over the next year. The Academy has supported Shrewton Primary school during the year who have recently joined the Diocese MAT (DESAT).

Objectives and activities

Objects and aims

The Academy Trust's objective is specifically restricted to the advancement, for the public benefit, of education in the United Kingdom, in particular, but without prejudice, to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing an academy offering a broad and balanced curriculum.

The principal aim of the Academy Trust is one that has been created and shaped by the people it serves and the people it employs; above all it follows our ethos of Christian life, learning and love.

We believe that children are entitled to a rich, broad and balanced curriculum, based on excellence and enjoyment, using up-to-date technology that enables them to explore their world with tools that best fit. Children should be able to work in a safe and supportive atmosphere. We nurture strong relationships with parents and encourage the need to work with others to create a working community based on trust, encouragement and love.

All stakeholders work with each child to develop their individual potential within a class and the school community. We encourage each other to strive for the best, the fairest and the most efficient solution. We tackle new challenges and unknowns with confidence, vigour and laughter. Each member of our academy is valued and cared for. Each member is listened to and nurtured. Individual learning styles are employed and explored

We aim to welcome each new pupil, enable them to grow and develop to their full potential with the academy community and encourage them to move confidently into the next phase of their social, physical, moral and academic development.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Objectives, strategies and activities

Key influences on the Academy Trust's School Improvement Plan for the period under review were the significant challenges and opportunities arising from national changes in education policy and funding, in our sixth year as an academy.

Key activities and targets as set out the academy's School Improvement Plan have included the following whole school targets;

Achievement/progress - Whole Academy Targets

To set and work towards challenging whole academy targets that supports the academy's 'outstanding' self-evaluation.

Moving to Single years

Moving the academy to single year classes from September 2018.

Early Years - writing

To develop independent writing in the Early Years, raising the attainment in Early Learning Goal for Writing by the end of Reception

Reading – whole academy approach

To further develop reading in KS1

To review, evaluate and further develop guided reading in KS2

To continue to develop the academy's library.

Maintaining Early Morning Maths

To revisit morning maths to improve arithmetic speed and fluency

Reasoning

To improve reasoning skills within maths – pupils to show depth of understanding

Science- assessment

To improve teaching of Chemistry in the school, using 'Fizz, pop, bang' as a whole academy focus.

To improve tracking of children's progress in Science.

To look at new ways to assess Science.

To investigate funding for science resources.

Computing - Modelling

To develop the teaching and learning of 'modelling' within the Computing curriculum

Is our curriculum broad and balanced?

To complete our curriculum review.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Public benefit

The Trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education.

The Academy Trust provides education to children and young people that is:

- balanced and broadly based
- promotes the spiritual, moral, cultural, mental and physical development of students at the school and of society
- prepares students at the school for the opportunities, responsibilities and experiences of later life
- promotes, sustains and increases individual and collective knowledge and understanding of specific areas of study, skills and expertise.
- is fitting for a Church of England school

Strategic report

Achievements and performance

The Academy is in its sixth year of operation and has met the forecast numbers of students. The total number of students in the year ended August 2018 was 184. The net capacity from September 2018 is 210. The academy continues to receive regular enquires for school places.

Ofsted inspectors in 2009 judged our school to be Outstanding. We were also judged to be outstanding in the Statutory Inspection of Anglican Schools in 2014.

Christian values and the Christian ethos are at the heart of all that we do at this school. As a result, behaviour is excellent and children tell us that they enjoy school. SIAMs 2014 said, *'There is a profound inclusiveness and nurturing ethos that is reflected at all levels. Learners treat everyone with respect so that friendships develop between pupils across all year groups.'* Parental satisfaction with the school is very high.

The curriculum is broad and balanced: Ofsted 2009 said, *'Pupils are enthralled by the exceptional range of high quality experiences within the outstanding curriculum.'* The academy enriches pupils' knowledge and understanding through the use of P4C. The academy has continued to develop food technology element with all pupils cooking. Relevant trips and visitors to the school enhance the curriculum and bring learning to life. This contributes to outstanding learning opportunities and results in the outstanding outcomes.

Many extracurricular activities and clubs are available, including a number of sports clubs, an orchestra, a drama club, gardening club, survival, radio team, coding and science clubs etc. Music lessons with a wide range of peripatetic specialists are offered within the school day. Approximately 60% of pupils play a musical instrument.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Key performance indicators

The Key Performance Indicator is the delivery of a balanced or surplus budget whilst meeting the School Development priorities in order to manage and maintain a high level of skills and level of education, and make the school building fit for purpose, as well as looking to improve energy efficiency.

Assessment 2018

Early Years:

86% achieved a Good Level of Development

Year 1 Phonic tests:

89% passed the phonic test

Key Stage 1:

	Teacher assessment					
	BLW	HNM	WTS	EXS	GDS	EXS + GDS
Reading	0%	0%	20%	50%	30%	80%
Writing	0%	0%	17%	60%	23%	83%
Mathematics	0%	0%	23%	60%	17%	77%
Science	0%	0%	7%	93%	NA	93%

Key:

BLW - Below the standard of the pre-key stage

HNM - Has not met expected standard

WTS - Working towards the expected standard

EXS - Expected standard

GDS - Working at greater depth within expected standard

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Key Stage 2:

	Teacher assessment					
	BLW	HNM	WTS	EXS	GDS	EXS GDS +
Reading	0%	10%	0%	90%		90%
Writing	0%	0%	19%	57%	24%	81%
SPAG						
Mathematics	0%	14%	0%	86%		86%
Science	0%	0%	0%	100%		100%

	Test results					
	BLW	HNM	WTS	EXS	GDS	EXS GDS +
Reading			29%	71%	43%	71%
Writing						
SPAG			38%	62%	38%	62%
Mathematics			48%	52%	38%	52%
Science						

Key:

BLW - Below the standard of the pre-key stage

HNM - Has not met expected standard

WTS - Working towards the expected standard

EXS - Expected standard

GDS - Working at greater depth within expected standard

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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 accounts. Further details regarding the adoption of the going concern basis can be found in the statement of accounting policies.

The Academy has gone through a significant change to close the Resource Base in February 2018. This will initially cause a financial burden on the budget but the Academy will recover over a period of two to three years as the numbers in mainstream increase to a capacity of 210 by 2019.

Financial review

In the financial year Sept 17 – August 18, as an Academy, the trustees are pleased to report a surplus of £60,071.

During the year the following capital projects were carried out:

- Capital funding – New Roof £ 44,310
- Refurbished class room (RB – Year 2 class) £1,000

The school operating costs are met primarily by central government funding based on pupil number on roll. The secure nature and regularity of these payments mean the school is not subject to significant liquidity risk.

Reserves policy

As at the 31st August 2018 the School had a deficit restricted balance. It recognises a significant pension fund deficit for the Local Government Pension Scheme, and as this is included within the restricted funds the overall position becomes a deficit.

However, this does not mean that an immediate liability for this amount crystallises.

The school holds sufficient funds to manage routine cash flow with support requested from the ESFA. The trustees will use donations received to maintain the running of the school.

The restricted and unrestricted revenue reserves of £97,333 will be put towards the day-to-day running of Woodford Valley CE Primary Academy for 2018-19, with particular emphasis on staffing and building projects and improvements. These reserves are frequently monitored to ensure a balance between spending on the current pupils on roll and the necessity to have a reserve for future uncertainties.

Investment policy

Apart from cash held for the operation of the School, Woodford Valley CE Academy has no realisable investments.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Principal risks and uncertainties

Whilst a reduction in the level of central government funding is generally signaled in advance, the high proportion of school income from this single source exposes its ongoing activities to such reductions that may take place. The school's credit risk is low.

The Trustees are responsible for the management of risks to which the Academy Trust is exposed, and have undertaken a review of risks associated with its activities. The key controls used by the Academy Trust include:

- Formal agendas for Trustees' meeting
- Detailed terms of reference for all committees
- A clear School Improvement Plan identifying key strategic planning objectives and the resources required to achieve them
- Comprehensive budget planning, monitoring and review
- Clear financial delegation levels
- Formal written policies reviewed on a regular basis
- Clear safeguarding and vetting procedures as required by law to protect children and young people
- Rigorous review of educational achievement to ensure continuing high standards
- Comprehensive planning and review of admissions processes
- A clear succession planning policy

The Board of Trustees have reviewed the major risks, focusing on operational, financial, governance, compliance and reputational risk, and have taken steps to mitigate likely risks and to ensure regular monitoring of the primary areas of potential risk.

The Board of Trustees is satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised, however, that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

The Trustees are aware of the deficit that the Local Government Pension is reporting. (See note 16 to the financial statements).

Fundraising

The School pupils raise money for local or national charities. The pupils vote for the charities they wish to support in an academic year.

Income from fundraising projects and requests run by the schools are used to benefit students directly and support the costs of resources, educational visits, activities, and improvements to educational facilities at individual schools. Publicity for fund raising events is measured and is restricted to students at the school, their family members and the local community.

For trips that occur during the school day, parents are requested to make a voluntary donation towards the costs of the trip. Parents are made aware that there is no obligation to contribute and no student will be omitted from the trip if their parents do not contribute, but the trip may not take place if sufficient voluntary contributions are not forthcoming.

The Trust does not work with any third party commercial participators or professional fundraisers to raise funds. There have been no fundraising complaints during 2017/18.

Fund raising projects for the school are managed through the school news letter and other communications with parents. Voluntary donations towards trips are requested through letters to parents ensuring they are not made to feel pressurised into paying as it is voluntary and not compulsory.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Plans for future periods

The academy started single year group classes in KS1 from September 2017 and in KS2 from September 2018 following the consultation to close the Resource Base. The NOR will increase from 178 to 210.

The academy is making a CIF bid for funds to refurbish a classroom which is too small for 30 pupils.

The academy continues to build on academic success and aims to maintain and improve academic success.

The academy has strong links with the local community, cluster schools and the two Holy Trinity Schools in Calne and Great Cheverell, and plans to continue these and enhance where possible.

The academy has a five year governor's strategic plan for improvements and new projects.

Funds held as custodian trustee on behalf of others

Governors hold a school bank account which holds funds for students, this is kept in a separate bank account.

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 Moore Stephens (South) LLP 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 29 November 2018 and signed on its behalf by:



C Knight

Chair of Trustees

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

GOVERNANCE STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2018

Scope of responsibility

As trustees we acknowledge we have overall responsibility for ensuring that Woodford Valley Church Of England Primary Academy 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 Principal, 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 Woodford Valley Church Of England Primary Academy 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 6 times during the year and the Members met once during the year. Attendance during the year at meetings of the board of trustees was as follows:

Trustees	Meetings attended	Out of possible
M Perry (Foundation)	3	6
S Waters (Chair (resigned from Chair 29/09/2016))	6	6
F Makin (Foundation)	6	6
C Knight (Chair of Trustees)	5	6
R Carson (Head teacher)	6	6
V Huntley (Co-opted trustee)	4	6
D Young (Teacher trustee)	6	6
L Thomas (Vice Chair)	5	6
L Heitz Jackson (Foundation)	2	6
C Holt (Foundation)	5	6
S Soar (Parent trustee)	6	6
A Okyere (Foundation) (Resigned 25 September 2018)	3	6
Dr N Sorensen (Foundation) (Appointed 10 September 2017)	0	0
J Rolland (Foundation) (Appointed 30 October 2017)	5	5

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

The governors carried an annual evaluation and review and concluded finance and budgets are still a concern although NOR had increased. The Academy has considered budgetary implications due to staff changes and the government's increase in staff salaries. The trustees are aware of all sub-committee reports relating to all aspects of school requirements.

2017-2018 was a difficult year for the Academy in financial terms, mainly due to the delayed closure of the Resource Base, at the request of the local authority. This led to considerable uncertainty about school funding, which lasted until the end of the financial year, despite repeated requests to the EFSA for information and clarity.

Although the Academy has a current surplus in funding, this may not be sufficient to cover the possible deficit involved in moving to a school with 7 single-year classes, as it is not possible to fill every place immediately and funding is provided by census a year later, in any case, while costs are immediate. The trustees will monitor this situation very carefully over the next few years.

In the long term the Academy will return to financial balance, and possibly surplus.

A member of staff was allowed to take a sabbatical during the two summer terms, for personal reasons, which created a small saving in costs, but the school has taken on a full-time teacher in order to expand to seven classes, as well as appropriate support staff. There have also been costs involved in setting up new classrooms for this expansion.

There have been no changes in the composition of the board of trustees this year.

The board of trustees has covered its meetings and tasks fully, other than three subject visits which were postponed until September 2018 due to staffing issues.

The board of trustees has performed very effectively, handling a series of challenges of varying kinds very well, including appointing new members of staff and supporting the expansion of the school. The Chair reported on a detailed assessment of its effectiveness in November 2017. In future, there will be an annual assessment of the board's effectiveness every January.

Both attainment and financial data are updated six times a year and are interrogated at sub-committee level as well as at full trustee board level. The trustees also receive annual data training when the annual government data on the Academy is released. The Head is a former Ofsted inspector so her understanding of data is well founded.

The Academy uses external accountancy services to monitor and verify its financial data.

The **finance and general purposes committee plus audit** (Audit and Finance) is a sub-committee of the main board of trustees. Its purpose is:

- to plan yearly school budget and bring to Full Governing Body for approval
- to monitor spending and budget throughout the year
- to acquire estimates for any work to be carried out and report on these costs to the Full Governing Body
- to obtain costs for contracts and report to the Full Governing Body
- to identify long term plans
- to recommend finance reports and annual accounts.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

Attendance at meetings in the year was as follows:

Trustees	Meetings attended	Out of possible
C Knight (Chair of Trustees)	6	6
R Carson (Head teacher)	6	6
L Thomas (Vice Chair)	6	6
J Rolland (Foundation) (Appointed 30 October 2017)	3	5

Review of value for money

As accounting officer the Head teacher 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 as follows:

- regularly reviewing the functions of the academy, challenging how and why services were provided and setting targets and performance indicators for improvement
- reducing staff levels and costs
- monitoring outcomes and comparing pupil performance and financial performance with similar schools
- consulting with appropriate stakeholders before major decisions were made
- promoting fair competition through quotations and tenders to ensure that goods and services were secured in the most, economic, efficient and effective way
- targeting improvement by deploying staff efficiently to support our new curriculum using their various expertise
- focusing on ensuring pupils receive the best education and supporting those with a range of differing needs with interventions and tailored support as appropriate
- collaborating with our Cluster schools, local academies and outdoor learning opportunities, working together to share experiences and expertise in teaching and learning.

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 Woodford Valley Church Of England Primary Academy for the period 1 September 2017 to 31 August 2018 and up to the date of approval of the annual report and accounts.

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 2017 to 31 August 2018 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the board of trustees.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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 audit 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:

- The trustees have appointed Wiltshire Council (LA) to carry out Responsible Officer checks, and Laura Heitz Jackson, a trustee, as responsible officer (RO);
- to appoint Moore Stephens (South) LLP its auditor, to provide additional support services as required.

The RO/ Auditors role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems. Wiltshire Council reports to the RO on the operation of the systems of control and on the discharge of the financial responsibilities of the board of trustees.

Reports have been received and reviewed with recommendations discussed with full governing body being put in place.

The LA RO 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 control account/ bank reconciliations

On a quarterly basis, the LA RO reviewer reports to the board of trustees through the audit committee/ finance and general purposes committee on the operation of the systems of control and on the discharge of the board of trustees financial responsibilities.

The academy has received a regular termly visit from the RO reviewer and the findings reported to the full governing body. Discussion and agreement on some suggested items agreed and implemented. The audit has been carried out in a timely manner by Moore Stephens (South).

Review of effectiveness

As accounting officer the Principal 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 responsible officer
- the work of the external auditor;
- the financial management and governance committees
- the work of the executive managers within the academy trust who have responsibility for the development and maintenance of the internal control framework.

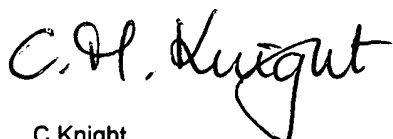
WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

The accounting officer has been advised of the implications of the result of their review of the system of internal control by the finance and audit committee and a plan to address recommendations and ensure continuous improvement of the system is in place.

Approved by order of the board of trustees on 29 November 2018 and signed on its behalf by:



C Knight
Chair of Trustees



R Carson
Head teacher

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

FOR THE YEAR ENDED 31 AUGUST 2018

As accounting officer of Woodford Valley Church of England Primary Academy 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 2017.

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 2017.

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.

R. Carson

R Carson
Accounting Officer

29 November 2018

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2018

The trustees (who are also the directors of Woodford Valley Church of England Primary Academy for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Annual Accounts Direction issued 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 accounts for each financial year. Under company law the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period.

In preparing these accounts, the trustees are required to:

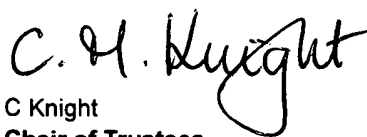
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The 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 accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The 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 accounts may differ from legislation in other jurisdictions.

Approved by order of the members of the board of trustees on 29 November 2018 and signed on its behalf by:



C Knight
Chair of Trustees

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

FOR THE YEAR ENDED 31 AUGUST 2018

Opinion

We have audited the accounts of Woodford Valley Church of England Primary Academy for the year ended 31 August 2018 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2018 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 2017 to 2018.

Basis for opinion

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

Conclusions relating to going concern

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 accounts is not appropriate; or
- the trustees have not disclosed in the accounts 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 accounts are authorised for issue.

Other information

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

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

We have nothing to report in this regard.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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 and directors report prepared for the purpose of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and directors report included within the trustees' 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 strategic report or directors report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of 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 accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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 accounts

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

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

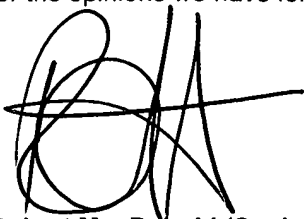
WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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.



Robert MacDonald (Senior Statutory Auditor)
for and on behalf of Moore Stephens (South) LLP

Chartered Accountants
Statutory Auditor

19th December 2018

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY AND THE EDUCATION & SKILLS FUNDING AGENCY

FOR THE YEAR ENDED 31 AUGUST 2018

In accordance with the terms of our engagement letter dated 13 September 2017 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Woodford Valley Church of England Primary Academy during the period 1 September 2017 to 31 August 2018 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 Woodford Valley Church of England Primary Academy and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Woodford Valley Church of England Primary Academy 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 Woodford Valley Church of England Primary Academy and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Woodford Valley Church of England Primary Academy's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Woodford Valley Church of England Primary Academy's funding agreement with the Secretary of State for Education dated 1 June 2012 and the Academies Financial Handbook, extant from 1 September 2017, 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 2017 to 2018. 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 2017 to 31 August 2018 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 2017 to 2018 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- consideration of the evidence supporting the accounting officer's statement on regularity, propriety and compliance;
- analytical procedures on the general activities of the academy trust;
- a review of minutes of committees and board meetings which may be relevant to regularity;
- consideration of discussions with key personnel including the accounting officer and governing body;
- tests of control have been carried out on a control activity which are relevant to regularity;
- substantive testing of individual transactions.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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 2017 to 31 August 2018 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Moore Stephens (South) LLP

Reporting Accountant

Moore Stephens (South) LLP
33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated: 19th December 2018

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2018

	Notes	Unrestricted Funds £	Restricted funds: General £ Fixed asset £	Total 2018 £	Total 2017 £
Income and endowments from:					
Donations and capital grants	3	8,679	-	2,440	11,119
Charitable activities:					
- Funding for educational operations	4	-	824,957	-	824,957
Other trading activities	5	39,410	21,995	-	61,405
Total		48,089	846,952	2,440	897,481
Expenditure on:					
Charitable activities:					
- Grants	7	-	42,132	-	42,132
- Educational operations	8	35,770	834,820	7,020	877,610
Total	6	35,770	876,952	7,020	919,742
Net income/(expenditure)		12,319	(30,000)	(4,580)	(22,261)
Transfers between funds	16	-	46,752	(46,752)	-
Other recognised gains/(losses)					
Actuarial gains on defined benefit pension schemes	18	-	87,000	-	87,000
Net movement in funds		12,319	103,752	(51,332)	64,739
Reconciliation of funds					
Total funds brought forward		37,262	(171,000)	66,047	(67,691)
Total funds carried forward		49,581	(67,248)	14,715	(2,952)

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

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

FOR THE YEAR ENDED 31 AUGUST 2018

Comparative year information Year ended 31 August 2017		Unrestricted Funds	Restricted funds:		Total 2017
	Notes	£	General £	Fixed asset £	£
Income and endowments from:					
Donations and capital grants	3	11,393	-	53,249	64,642
Charitable activities:					
- Funding for educational operations	4	-	894,634	-	894,634
Other trading activities	5	34,987	27,369	-	62,356
Total		<u>46,380</u>	<u>922,003</u>	<u>53,249</u>	<u>1,021,632</u>
Expenditure on:					
Charitable activities:					
- Educational operations	8	41,775	956,709	10,880	1,009,364
Total	6	<u>41,775</u>	<u>956,709</u>	<u>10,880</u>	<u>1,009,364</u>
Net income/(expenditure)		4,605	(34,706)	42,369	12,268
Transfers between funds	16	(7,117)	6,706	411	-
Other recognised gains/(losses)					
Actuarial gains on defined benefit pension schemes	18	-	159,000	-	159,000
Net movement in funds		(2,512)	131,000	42,780	171,268
Reconciliation of funds					
Total funds brought forward		39,774	(302,000)	23,267	(238,959)
Total funds carried forward		<u>37,262</u>	<u>(171,000)</u>	<u>66,047</u>	<u>(67,691)</u>

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

BALANCE SHEET

AS AT 31 AUGUST 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Tangible assets	12		14,715		21,735
Current assets					
Debtors	13	19,138		68,050	
Cash at bank and in hand		157,724		65,938	
		176,862		133,988	
Current liabilities					
Creditors: amounts falling due within one year	14	(79,529)		(52,414)	
Net current assets			97,333		81,574
Net assets excluding pension liability			112,048		103,309
Defined benefit pension scheme liability	18		(115,000)		(171,000)
Net assets			(2,952)		(67,691)
Funds of the academy trust:					
Restricted funds	16				
- Fixed asset funds			14,715		66,047
- Restricted income funds			47,752		-
- Pension reserve			(115,000)		(171,000)
Total restricted funds			(52,533)		(104,953)
Unrestricted income funds	16		49,581		37,262
Total funds			(2,952)		(67,691)

The accounts on pages 26 to 49 were approved by the trustees and authorised for issue on 29 November 2018 and are signed on their behalf by:



C Knight
Chair of Trustees

Company Number 08056328

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2018

	Notes	2018 £	£	2017 £	£
Cash flows from operating activities					
Net cash provided by/(used in) operating activities	19		89,346		(50,389)
Cash flows from investing activities					
Capital grants from DfE Group		2,440		53,249	
Purchase of tangible fixed assets		-		(9,348)	
Net cash provided by investing activities			2,440		43,901
Net increase/(decrease) in cash and cash equivalents in the reporting period			91,786		(6,488)
Cash and cash equivalents at beginning of the year			65,938		72,426
Cash and cash equivalents at end of the year			157,724		65,938

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2018

1 Accounting policies

Woodford Valley Church of England Primary Academy is a charitable company limited by guarantee incorporated in England and Wales. 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 accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2017 to 2018 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Woodford Valley Church of England Primary Academy meets the definition of a public benefit entity under FRS 102.

1.2 Going concern

The trustees assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the accounts 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 accounts.

The Academy has gone through a significant change to close the Resource Base in February 2018. This will initially cause a financial burden on the budget but the Academy will recover over a period of two to three years as the numbers in mainstream increase to a capacity of 210 by 2019.

This outstanding school is very popular and currently oversubscribed, so the trustees have every confidence that this will be achieved.

The trustees have been fully aware of these issues for a long period of time. Their confidence in achieving increased mainstream numbers mitigates the risk.

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.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

1 Accounting policies

(Continued)

Grants

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

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

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

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.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

1 Accounting policies

(Continued)

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.

1.5 Tangible fixed assets and depreciation

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding that require the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the statement of financial activities and carried forward in the balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

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

Computer equipment	20% straight line
Fixtures, fittings & equipment	15% straight line

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

1.6 Liabilities

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

1.7 Leased assets

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

1.8 Financial instruments

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

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

1 Accounting policies

(Continued)

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.

1.9 Taxation

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

1.10 Pensions benefits

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

The TPS is an unfunded scheme and contributions are calculated 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 projected unit 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.

1.11 Fund accounting

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

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

1 Accounting policies

(Continued)

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 Department for Education Group.

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.

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 note36, 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 2018. 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

On conversion to an academy trust, the asset and liabilities of the Trust are measured at fair value. This includes any buildings. The valuation of the buildings involves a significant degree of estimation, refer to Note 12 for further detail of this estimation

3 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Capital grants	-	2,440	2,440	53,249
Other donations	8,679	-	8,679	11,393
	<u>8,679</u>	<u>2,440</u>	<u>11,119</u>	<u>64,642</u>

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

4 Funding for the academy trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
DfE / ESFA grants				
General annual grant (GAG)	-	707,975	707,975	721,646
Other DfE group grants	-	70,748	70,748	63,177
	-	778,723	778,723	784,823
Other government grants				
Local authority grants	-	46,234	46,234	106,811
Other government grants	-	-	-	3,000
	-	46,234	46,234	109,811
Total funding	-	824,957	824,957	894,634

5 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Hire of facilities	5,246	-	5,246	5,169
Catering income	-	19,140	19,140	20,409
Parental contributions	15,803	-	15,803	6,357
Visits and trip income	17,028	-	17,028	15,989
Other income	1,333	2,855	4,188	14,432
	39,410	21,995	61,405	62,356

6 Expenditure

	Staff costs £	Non Pay Expenditure Premises £	Other £	Total 2018 £	Total 2017 £
Academy's educational operations					
- Direct costs	529,301	7,020	88,965	625,286	762,806
- Allocated support costs	132,131	41,352	78,841	252,324	242,588
Grants - support costs	-	42,132	-	42,132	3,970
	661,432	90,504	167,806	919,742	1,009,364

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

6 Expenditure (Continued)

Net income/(expenditure) for the year includes:	2018 £	2017 £
Fees payable to auditor for:		
- Audit	5,200	3,675
- Other services	2,150	2,125
Operating lease rentals	4,575	4,530
Depreciation of tangible fixed assets	7,020	10,880
Net interest on defined benefit pension liability	5,000	7,000

7 Analysis of grants

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Improvements to diocesan property occupied by the academy trust	-	42,132	42,132	3,970

Analysis of grant expenditure relates to a donation to the Salisbury Diocesan Board of Education for enhancement to the church buildings for roof works carried out at the school which was funded by ESFA Condition Improvement fund grant income (2017 £3,970 in relation to alternations to the school kitchen).

8 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Direct costs				
Educational operations	35,770	589,516	625,286	762,806
Support costs				
Educational operations	-	294,456	294,456	246,558
	35,770	883,972	919,742	1,009,364

Analysis of costs	2018 £	2017 £
Direct costs		
Teaching and educational support staff costs	524,734	656,096
Staff development	4,567	10,663
Depreciation	7,020	10,880
Technology costs	17,400	18,142
Educational supplies and services	20,852	29,129
Educational consultancy	17,026	17,170
Other direct costs	33,687	20,726
	625,286	762,806

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

8 Charitable activities

(Continued)

Support costs

Support staff costs	132,131	122,136
Technology costs	5,722	6,762
Maintenance of premises and equipment	59,491	18,409
Cleaning	5,021	4,822
Energy costs	11,068	9,378
Rent, rates and other occupancy costs	4,604	6,067
Insurance	3,300	7,599
Catering	24,123	23,862
Finance costs	5,000	7,000
Other support costs	33,638	30,358
Governance costs	10,358	10,165
	<u>294,456</u>	<u>246,558</u>

Maintenance of premises and equipment includes a donation to the Salisbury Diocesan Board of Education of enhancement to the church buildings of £42,312. This relates to roof works carried out at the school which was funded by ESFA Condition Improvement fund grant income (2017 £3,970 in relation to alternations to the school kitchen).

9 Staff

Staff costs

Staff costs during the year were:

	2018 £	2017 £
Wages and salaries	489,399	582,987
Social security costs	35,740	43,438
Pension costs	117,025	124,207
Staff costs	<u>642,164</u>	<u>750,632</u>
Agency staff costs	14,701	13,012
Staff restructuring costs	-	14,588
Staff development and other staff costs	4,567	10,663
Total staff expenditure	<u>661,432</u>	<u>788,895</u>

Staff restructuring costs comprise:

Redundancy payments	<u>-</u>	<u>14,588</u>
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WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

9 Staff

(Continued)

Staff numbers

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

	2018 Number	2017 Number
Teachers	11	12
Administration and support	17	25
Management	2	2
	<u>30</u>	<u>39</u>

The number of persons employed, expressed as a full time equivalent, was as follows:

	2018 Number	2017 Number
Teachers	7	8
Administration and support	14	11
Management	2	2
	<u>23</u>	<u>21</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) received by key management personnel for their services to the academy trust was £253,009 (2017: £236,493).

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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 Head teacher and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of Head teacher 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:

R Carson (Principal and governor)
Remuneration £55,000 - £60,000 (2017: £55,000 - £60,000)
Employers Pension £5,000 - £10,000 (2017: £5,000 - £10,000)

D Young (Teacher and Governor)
Remuneration £45,000 - £50,000 (2017: £40,000 - £45,000)
Employers Pension £5,000 - £10,000 (2017: £5,000 - £10,000)

During the period ended 31 August 2018, travel and subsistence expenses totalling £465.00 (2017: £446.50) were reimbursed to 2 trustees (2017: 3 trustees).

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

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 trust 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

	Computer equipment	Fixtures, fittings & equipment	Total
	£	£	£
Cost			
At 1 September 2017 and 31 August 2018	23,096	41,743	64,839
Depreciation			
At 1 September 2017	19,012	24,092	43,104
Charge for the year	2,588	4,432	7,020
At 31 August 2018	21,600	28,524	50,124
Net book value			
At 31 August 2018	1,496	13,219	14,715
At 31 August 2017	4,084	17,651	21,735

The Land and Buildings used by the school are Church owned operated by the trust on a Church Supplementary Agreement. A notional rent value has not been included as it cannot be reliably measured.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

13 Debtors	2018	2017
	£	£
VAT recoverable	3,377	5,819
Other debtors	2,360	47,182
Prepayments and accrued income	13,401	15,049
	<u>19,138</u>	<u>68,050</u>
	<u><u>19,138</u></u>	<u><u>68,050</u></u>
14 Creditors: amounts falling due within one year	2018	2017
	£	£
Trade creditors	-	446
Other taxation and social security	7,456	8,530
Other creditors	9,955	-
Accruals and deferred income	62,118	43,438
	<u>79,529</u>	<u>52,414</u>
	<u><u>79,529</u></u>	<u><u>52,414</u></u>
15 Deferred income	2018	2017
	£	£
Deferred income is included within:		
Creditors due within one year	62,118	21,694
	<u>62,118</u>	<u>21,694</u>
	<u><u>62,118</u></u>	<u><u>21,694</u></u>
Deferred income at 1 September 2017	21,694	34,560
Released from previous years	(21,694)	(34,560)
Resources deferred in the year	62,118	21,694
	<u>62,118</u>	<u>21,694</u>
Deferred income at 31 August 2018	62,118	21,694
	<u><u>62,118</u></u>	<u><u>21,694</u></u>

Deferred income relates to UIFSM funding, Growth funding from Wiltshire Council for the academic year 2018.19, Rates and catering income received in advance.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

16 Funds

	Balance at 1 September 2017 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2018 £
Restricted general funds					
General Annual Grant (GAG)	-	707,975	(706,975)	46,752	47,752
Other DfE / ESFA grants	-	70,748	(70,748)	-	-
Other government grants	-	46,234	(46,234)	-	-
Other restricted funds	-	21,995	(21,995)	-	-
Pension reserve	(171,000)	-	(31,000)	87,000	(115,000)
	<u>(171,000)</u>	<u>846,952</u>	<u>(876,952)</u>	<u>133,752</u>	<u>(67,248)</u>
Restricted fixed asset funds					
DfE group capital grants	66,047	2,440	(7,020)	(46,752)	14,715
	<u>66,047</u>	<u>2,440</u>	<u>(7,020)</u>	<u>(46,752)</u>	<u>14,715</u>
Total restricted funds	<u>(104,953)</u>	<u>849,392</u>	<u>(883,972)</u>	<u>87,000</u>	<u>(52,533)</u>
Unrestricted funds					
General funds	35,666	31,061	(20,532)	-	46,195
School fund	1,596	17,028	(15,238)	-	3,386
	<u>37,262</u>	<u>48,089</u>	<u>(35,770)</u>	<u>-</u>	<u>49,581</u>
Total funds	<u>(67,691)</u>	<u>897,481</u>	<u>(919,742)</u>	<u>87,000</u>	<u>(2,952)</u>

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

The fixed asset fund was created with the donation of the schools land and buildings to the academy. Additional assets are added to the fund which is also written down by depreciation each year.

The restricted general funds are made up of the General Annual Grant received, to be spent on education within the academy, and other related DfE of other authority grants.

Unrestricted funds are general donations and fund raising activities of the academy and are used to support the provision of education within 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 2018.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

16 Funds

(Continued)

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

	Balance at 1 September 2016 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2017 £
Restricted general funds					
General Annual Grant (GAG)	-	721,646	(728,352)	6,706	-
Other DfE / ESFA grants	-	63,177	(63,177)	-	-
Other government grants	-	109,811	(109,811)	-	-
Other restricted funds	-	27,369	(27,369)	-	-
Pension reserve	(302,000)	-	(28,000)	159,000	(171,000)
	<u>(302,000)</u>	<u>922,003</u>	<u>(956,709)</u>	<u>165,706</u>	<u>(171,000)</u>
Restricted fixed asset funds					
DfE group capital grants	23,267	53,249	(10,880)	411	66,047
	<u>23,267</u>	<u>53,249</u>	<u>(10,880)</u>	<u>411</u>	<u>66,047</u>
Total restricted funds	<u>(278,733)</u>	<u>975,252</u>	<u>(967,589)</u>	<u>166,117</u>	<u>(104,953)</u>
Unrestricted funds					
General funds	36,414	30,391	(24,022)	(7,117)	35,666
School fund	3,360	15,989	(17,753)	-	1,596
	<u>39,774</u>	<u>46,380</u>	<u>(41,775)</u>	<u>(7,117)</u>	<u>37,262</u>
Total funds	<u>(238,959)</u>	<u>1,021,632</u>	<u>(1,009,364)</u>	<u>159,000</u>	<u>(67,691)</u>

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

16 Funds

(Continued)

A current year 12 months and prior year 12 months combined position is as follows:

	Balance at 1 September 2016 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2018 £
Restricted general funds					
General Annual Grant (GAG)	-	1,429,621	(1,435,327)	53,458	47,752
Other DfE / ESFA grants	-	133,925	(133,925)	-	-
Other government grants	-	156,045	(156,045)	-	-
Other restricted funds	-	49,364	(49,364)	-	-
Pension reserve	(302,000)	-	(59,000)	246,000	(115,000)
	<u>(302,000)</u>	<u>1,768,955</u>	<u>(1,833,661)</u>	<u>299,458</u>	<u>(67,248)</u>
Restricted fixed asset funds					
DfE group capital grants	23,267	55,689	(17,900)	(46,341)	14,715
	<u>23,267</u>	<u>55,689</u>	<u>(17,900)</u>	<u>(46,341)</u>	<u>14,715</u>
Total restricted funds	<u>(278,733)</u>	<u>1,824,644</u>	<u>(1,851,561)</u>	<u>253,117</u>	<u>(52,533)</u>
Unrestricted funds					
General funds	36,414	61,452	(44,554)	(7,117)	46,195
School fund	3,360	33,017	(32,991)	-	3,386
	<u>39,774</u>	<u>94,469</u>	<u>(77,545)</u>	<u>(7,117)</u>	<u>49,581</u>
Total funds	<u>(238,959)</u>	<u>1,919,113</u>	<u>(1,929,106)</u>	<u>246,000</u>	<u>(2,952)</u>

17 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
Fund balances at 31 August 2018 are represented by:				
Tangible fixed assets	-	-	14,715	14,715
Current assets	49,581	127,281	-	176,862
Creditors falling due within one year	-	(79,529)	-	(79,529)
Defined benefit pension liability	-	(115,000)	-	(115,000)
Total net assets	<u>49,581</u>	<u>(67,248)</u>	<u>14,715</u>	<u>(2,952)</u>

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

17 Analysis of net assets between funds

(Continued)

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
Fund balances at 31 August 2017 are represented by:				
Tangible fixed assets	-	-	21,735	21,735
Current assets	37,262	52,414	44,312	133,988
Creditors falling due within one year	-	(52,414)	-	(52,414)
Defined benefit pension liability	-	(171,000)	-	(171,000)
Total net assets	37,262	(171,000)	66,047	(67,691)

18 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 Wiltshire Pension Fund. 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 2012, 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.

Teachers' Pension Scheme

Introduction

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

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

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

18 Pension and similar obligations

(Continued)

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%

The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2016 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The pension costs paid to the TPS in the period amounted to £52,492 (2017: £61,104).

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

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The academy trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy trust has set out above the information available on the scheme.

Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are set out below for employers and 5.5-12.5% for employees. The estimated value of employer contributions for the forthcoming year is £45,000.

The level of employer contributions have been set as follows to assist in reducing the pension deficit:

Period (1 April - 31 March)	Employer Contribution Rate
2018/2019	23.9%
2019/2020	24.2%

The 2016 tri-annual valuation contribution rates (above) target to pay for both benefits accruing and return the employer to a fully funded position over a period of 14 years.

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.

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

18 Pension and similar obligations (Continued)

Total contributions made	2018 £	2017 £
Employer's contributions	39,000	47,000
Employees' contributions	9,000	10,000
Total contributions	48,000	57,000

Principal actuarial assumptions	2018 %	2017 %
Rate of increase in salaries	2.7	2.7
Rate of increase for pensions in payment/inflation	2.4	2.4
Discount rate for scheme liabilities	2.8	2.5

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

	2018 Years	2017 Years
Retiring today		
- Males	22.5	22.5
- Females	24.9	24.9
Retiring in 20 years		
- Males	24.1	24.1
- Females	26.7	26.7

Sensitivity Analysis

Change in assumptions at 31st August 2018

	Approximate % increase in employer liability	Approximate monetary amount (£000)
0.5% decrease in Real Discount Rate	13%	90
0.5% increase in the Salary Increase Rate	1%	9
0.5% increase in the Pension Increase Rate	11%	81

Defined benefit pension scheme net liability

Scheme assets	596,000	506,000
Scheme obligations	(711,000)	(677,000)
Net liability	(115,000)	(171,000)

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

18 Pension and similar obligations

(Continued)

The academy trust's share of the assets in the scheme	2018 Fair value £	2017 Fair value £
Equities	423,160	359,260
Bonds	83,440	70,840
Cash	11,920	10,120
Property	77,480	65,780
Total market value of assets	<u>596,000</u>	<u>506,000</u>

The actual return on scheme assets was £47,000 (2017: £66,000).

Amount recognised in the Statement of Financial Activities	2018 £	2017 £
Current service cost	26,000	21,000
Interest income	(13,000)	(8,000)
Interest cost	18,000	15,000
Total operating charge	<u>31,000</u>	<u>28,000</u>

Changes in the present value of defined benefit obligations	2018 £
At 1 September 2017	677,000
Current service cost	65,000
Interest cost	18,000
Employee contributions	9,000
Actuarial gain	(53,000)
Benefits paid	(5,000)
At 31 August 2018	<u>711,000</u>

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

18 Pension and similar obligations (Continued)

Changes in the fair value of the academy trust's share of scheme assets		2018 £
At 1 September 2017		506,000
Interest income		13,000
Actuarial gain		34,000
Employer contributions		39,000
Employee contributions		9,000
Benefits paid		(5,000)
At 31 August 2018		596,000

19 Reconciliation of net (expenditure)/income to net cash flow from operating activities

	2018 £	2017 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(22,261)	12,268
Adjusted for:		
Capital grants from DfE/ESFA and other capital income	(2,440)	(53,249)
Defined benefit pension costs less contributions payable	26,000	21,000
Defined benefit pension net finance cost	5,000	7,000
Depreciation of tangible fixed assets	7,020	10,880
Decrease/(increase) in debtors	48,912	(38,550)
Increase/(decrease) in creditors	27,115	(9,738)
Net cash provided by/(used in) operating activities	89,346	(50,389)

20 Commitments under operating leases

At 31 August 2018 the total of the academy trust's future minimum lease payments under non-cancellable operating leases was:

	2018 £	2017 £
Amounts due within one year	3,905	4,575
Amounts due in two and five years	2,299	6,203
	6,204	10,778

WOODFORD VALLEY CHURCH OF ENGLAND PRIMARY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

21 Capital commitments

	2018 £	2017 £
Expenditure contracted for but not provided in the accounts	-	43,465

The school was awarded a CIF bid at the end of the previous financial year for a roof project. The capital commitment related to this roof project. Funds for the project were held within the Fixed Asset fund.

22 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 trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH and in accordance with the academy trust's financial regulations and normal procurement procedures relating to connected and related party transactions. The following related party transactions took place in the financial period.

Expenditure related party transactions

- The Headteacher's husband carried out building maintenance work during the year, and received payment of £5,795.40 (2017: £4,457.66).

There was an amount of £1,057 outstanding due to Mr Carson at 31 August 2018 (2017: £nil).

The element above £2,500 has been provided at 'no more than cost' and Mr Carson has provided a statement of assurance confirming this.

Income related party transactions

- Rent totalling £4,029 (2017: £3,987) was paid to the school during the year by Little Orchard Nursery, a business of which governor V Huntley is a partner.
- Electricity totalling £1217 (2017: £991.80) was recharged by the school during the year to Little Orchard Nursery, a business of which governor V Huntley is a partner.
- S Waters, a trustee, donated £500 to the school a contribution to the new car park.

In entering into these transactions, the academy trust has complied with the requirements of the Academies Financial Handbook 2017.

23 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.